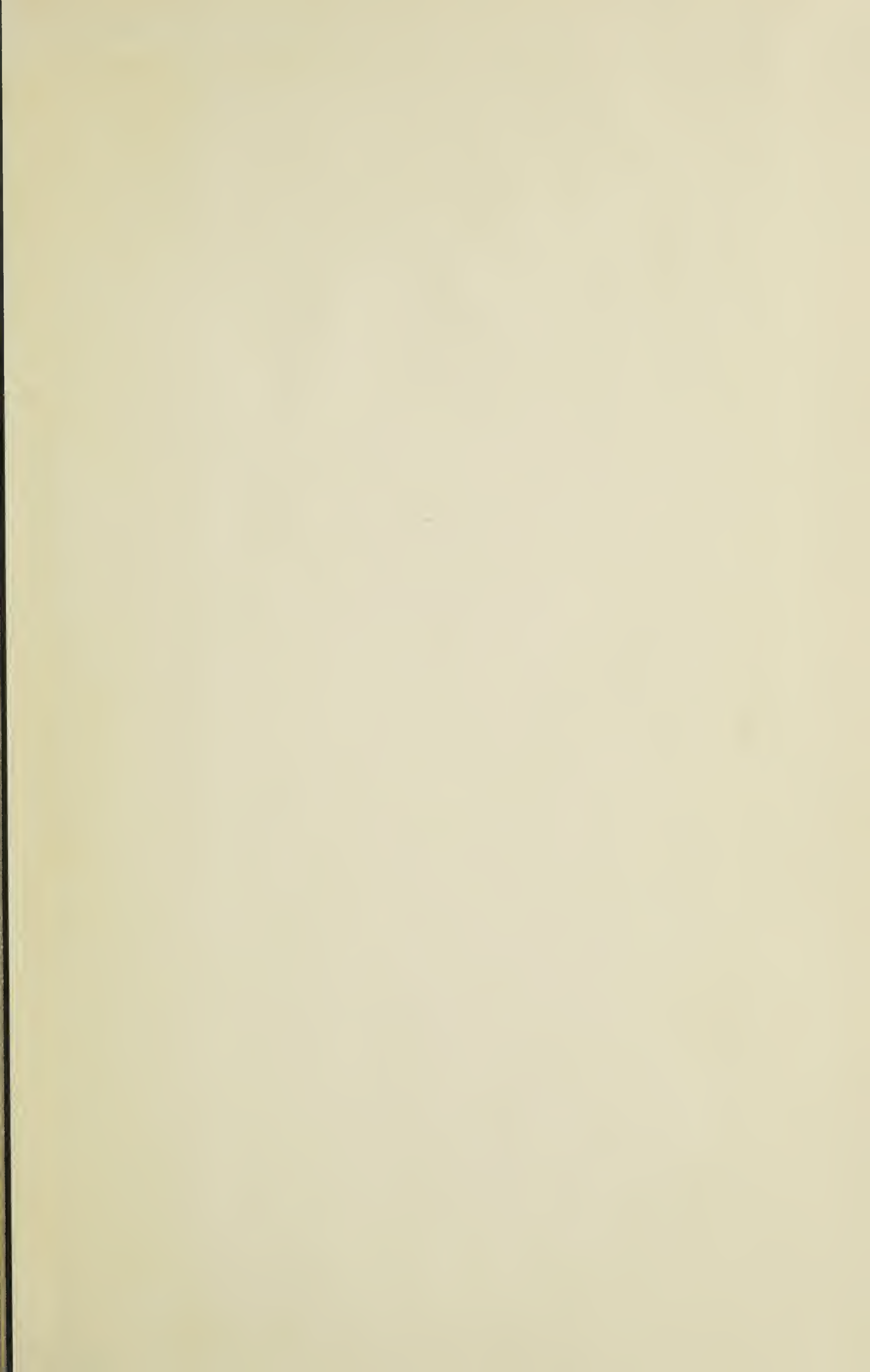


Ex libris
UNIVERSITATIS
ALBERTAENSIS



**THE ATLAS
BOOK BINDERY**
(1961) LTD.

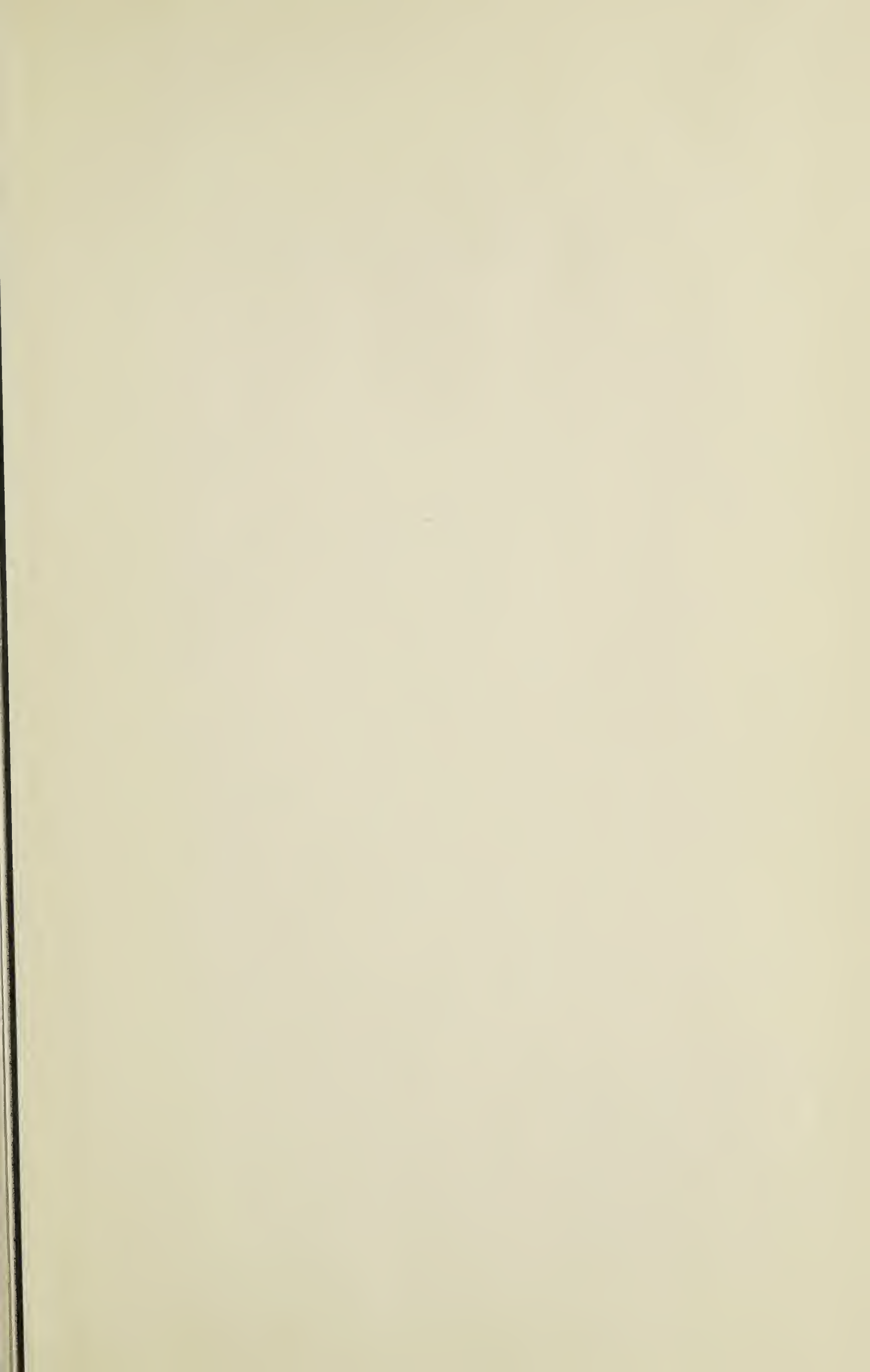
10544 - 123 St., Edmonton
Phone 488-1271





Digitized by the Internet Archive
in 2019 with funding from
University of Alberta Libraries

<https://archive.org/details/housinghomemanag00lewi>



HOUSING AND HOME MANAGEMENT

See following page→

Color coordinates the rooms in this home. The red of the living room walls is repeated in the bedspread. The brown of the wing chair matches the walls of the hall. The same beige carpeting is used as far as eye can see.

Better Homes and Gardens Magazine



1 A
301
.L67

HOUSING AND HOME MANAGEMENT

DORA S. LEWIS

*Chairman, Department of Home Economics
Hunter College, New York City*

JEAN O. BURNS

*Head of Department of Home Economics
Garfield High School, Seattle, Washington*

ESTHER F. SEGNER

*Head, Graduate Homemaking Education Department
Mississippi State College
State College, Mississippi*

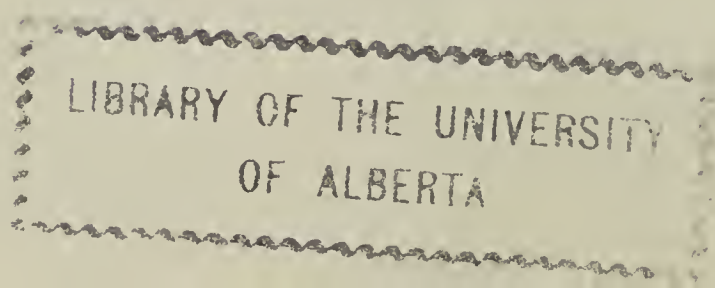
THE MACMILLAN COMPANY: NEW YORK

Copyright, 1953, by The Macmillan Company

All rights reserved—no part of this book may be reproduced in any form without permission in writing from the publisher, except by a reviewer who wishes to quote brief passages in connection with a review written for inclusion in magazine or newspaper.

PRINTED IN THE UNITED STATES OF AMERICA

First Printing



INTRODUCTION

It has been my privilege to work with the Educational Department of the Macmillan Company in planning and choosing authors for a series of textbooks for home economics education in secondary schools. Experiences and subject matter basic in this program have been grouped in four areas for publication. *Family Living*, the first book to be published in the series, deals with the growth and development of young people in their social, family, and community relationships and with looking ahead to marriage and parenthood. *Family Meals and Hospitality* takes up the subject of food for families: selective marketing and preparation and service as it affects family health and happiness. This book, *Housing and Home Management*, deals with selection, arrangement, and utilization of housing space; home equipment and furnishing to enhance family living, and the managerial aspects of homemaking. A fourth high school textbook, dealing with clothing selection, construction, and use, is in preparation. A fifth book planned for Junior High School programs in homemaking will complete the series.

In each of these books, students are encouraged (1) to learn and apply pertinent information and concepts, (2) to make decisions and choices in the light of values that are important for personal and family well-being, (3) to learn to work competently in homes through developing essential homemaking skills, and (4) to make long-time plans for personal and family living based on thoughtful consideration of what life can be if the resources now available are used effectively.

In *Housing and Home Management* students are given guidance in thinking about the choices open to them and the limitations they will face as they develop homes. They are helped to distinguish between the important and the unimportant, to consider the interests and needs of all members of the family in planning, and to gather information from many sources to apply to the problems at hand. They study their own homes room by room to see if with family cooperation they can make changes that will improve their living or develop skills to make the operation of the house easier, more enjoyable, or less costly. Then they are encouraged to test their ability to use the information and understanding they acquire in realistically planning the home they would like to create.

The authors have drawn on their many years of experience as homemakers and teachers of home economics to help students learn that home management must be directed toward thoughtfully selected goals, which are not the same

for every family. Students who use this book will be aware of the interdependence of the family and community in providing housing, will see housing, home management, and housekeeping as aspects of living that can be improved through their own efforts, and will grow in ability to create beauty, comfort, convenience, and orderliness in their homes.

Studies show that the level of family living rises significantly as the homemakers' competence in management increases. For this reason, home economics teachers are giving increasing attention to the housing and managerial aspects of homemaking in courses dealing with foods, clothing, family relationships, and family and child development. In addition, courses specifically focused on housing, housekeeping, and home management are gaining importance in the curriculum. We believe that this book will be found valuable for both types of teaching.

DORA S. LEWIS

PREFACE

Housing and Home Management is a practical guide for young people who want to make the houses they live in real homes rather than mere shelters. It deals with selection, ownership, and related family and community responsibilities for housing problems. It is concerned with housing needs during the various stages of family growth and development.

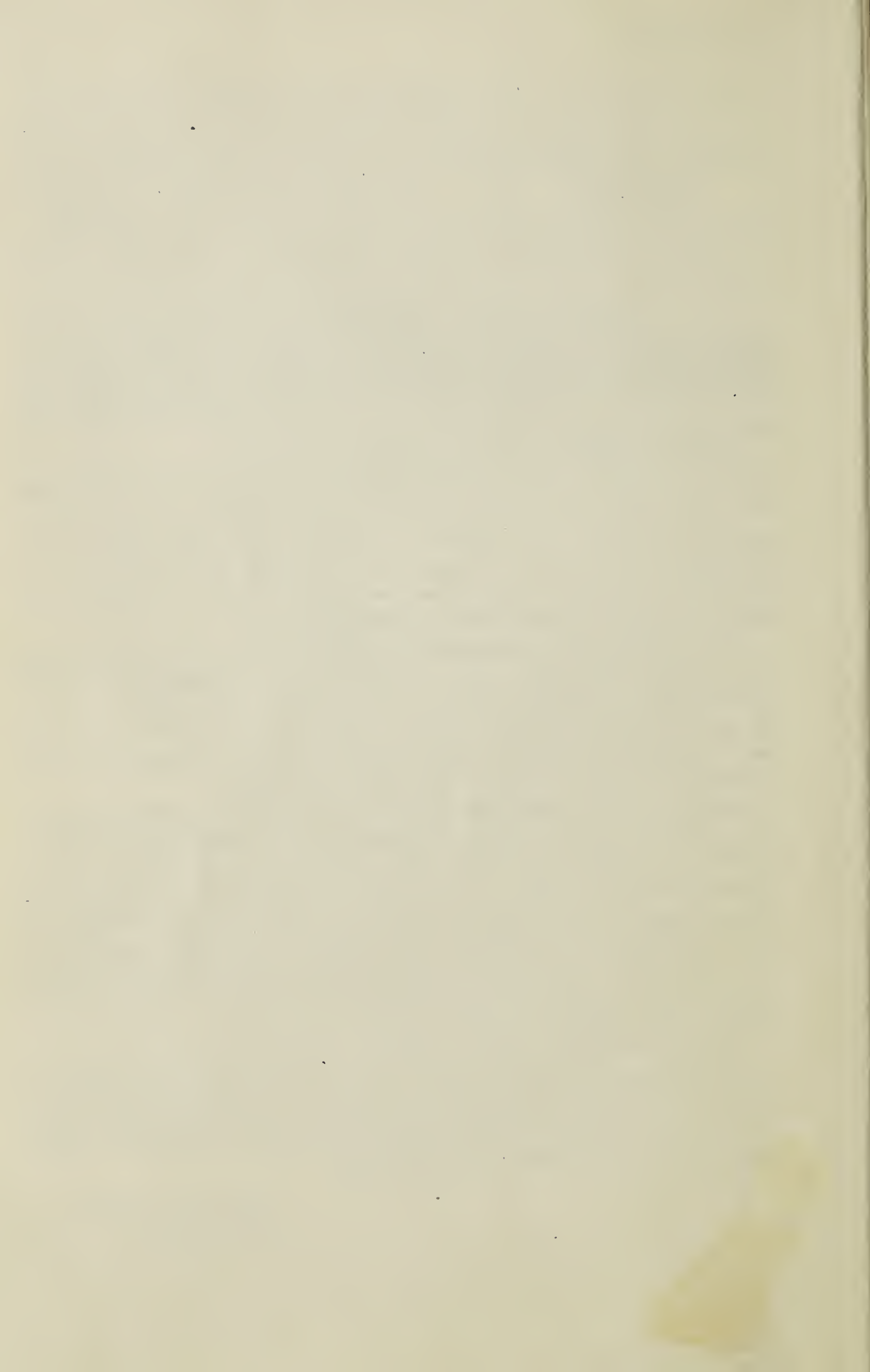
In a very real sense *a house is what the family makes it*. It is true that relatively few families can have exactly the kind of housing they want, where and when they want it. It is also true that the kind of housing a family lives in expresses the family's own qualities of character and in turn influences the personality of its members. Through creative thinking and cooperative management of all family resources—both material and human—amazing things can be wrought in the most mediocre housing situations.

Most families spend approximately one-third of their income for housing and its upkeep. The home, after all, satisfies many psychological as well as physical needs. The housing census in 1940 and again in 1950 indicated a woe-ful lack of the basic essentials in much of today's housing. Therefore, housing may be considered not just a family problem, but also a challenge to every community and state as well as to our national leadership.

Housing and Home Management has been written with everyday problems of representative families in mind. These families—the Joneses and the Lees—are like your neighbors and friends. They may be like your own family. In leading them through the many steps of selecting, revamping, and maintaining their homes for good family living, the book helps readers to gain new insights into ways of solving their own problems. The chapters on cooperative management, home furnishings, and house care are geared, not to perfection in housekeeping, but to clean, orderly, aesthetic living that is in harmony with healthy, comfortable family enjoyment and development.

We hope that the text, with its problems for discussion, its numerous, functional illustrations, its individual and group projects, and its lists of reference materials, will prove stimulating. Our aim has been to bring to both students and teachers a realization that the study of housing is vital and that making housing serve human needs is a real challenge.

ESTHER F. SEGNER
JEAN BURNS



CONTENTS

Introduction	v
Preface	vii
Chapter 1. Housing And Family Living	1
The Family Life Cycle—Management and Family Living—The Prospect for Good Housing—Activities	
Chapter 2. The Jones Family Is Forced To Move	9
Determining Housing Needs—Finding a Place to Live—Making the Best Choice—Moving—Activities	
Chapter 3. The Lees Plan To Build	25
Financing Home Ownership—Making Plans to Build—Learning about Building Costs—Buying a House—Activities	
Chapter 4. Your Future Home—What Will It Be Like?	37
Where Will You Live?—Community Planning—Styles of Houses—The Layout of Rooms—Heating, Air Conditioning, Wiring, Hot Water Heaters—Making Your Choice—Activities	
Chapter 5. Your Future Home—How To Finance It	63
Budgeting—Services of Banks—The Use of Credit—Activities	
Chapter 6. Furnishing Your Home	77
Styles of Furniture—Construction of Furniture—The Use of Color—Pattern and Texture—Lighting—Arrangement—Activities	
Chapter 7. Housekeeping Management	111
Setting Standards—Planning—Carrying Out the Plans—Evaluating Results—Activities	
Chapter 8. The Living Room	131
Analyze Your Family's Living Room—Improving Your Family's Living Room—Your Future Living Room—Special Problems of the One-Room Apartment—Housekeeping in the Living Room—The Living Room and Family Living—Activities	

Chapter 9. The Dining Area	157
Analyze Your Family's Dining Area—Improving Your Family's Dining Area—Your Future Dining Area—Case History of the Lees' Dining Room—Housekeeping in the Dining Area—The Dining Area and Family Living—Activities	
Chapter 10. The Kitchen and Laundry	179
Analyze Your Own Kitchen—Improving Your Family's Kitchen and Laundry—Your Future Kitchen and Laundry—The Case History of the Kitchen in the Joneses' "New" Home—Housekeeping in the Kitchen and Laundry—The Kitchen and Laundry and Family Living—Activities	
Chapter 11. The Bedrooms	213
Analyze Your Own Bedroom—Improving Your Bedroom—Your Future Bedroom—The Case History of the Bedrooms in the Joneses' "New" Home—Housekeeping in the Bedroom—The Bedroom and Family Living—Activities	
Chapter 12. The Bathroom	243
Analyze Your Own Bathroom—Improving Your Bathroom—Your Future Bathroom—Case History of Grandmother Lee's Bathroom—Housekeeping in the Bathroom—The Bathroom and Family Living—Activities	
Glossary of Cleaning Techniques	261
Lease	291
Deed	295
Mortgage	297
Bibliography	301
Index	307

CHAPTER 1

HOUSING AND FAMILY LIVING

Perhaps you take your home pretty much for granted. After all, you have lived in a home since your earliest days. You have never had to think about it. It has just been around you. Still you have noticed differences in homes as you visited friends and relatives—and perhaps did baby sitting or canvassing from door to door. Big or little, elegant or simple, some homes were pleasant to visit and some were not. Did you ever stop to wonder about these differences in atmosphere?

Your own home is the one you know best and you know what it means to you. It means your relationships with your family—warmth and security and support. It is the place where you relax after stimulating experiences, and rest when you are tired; it is the place where you celebrate birthdays, religious occasions, and other special events.

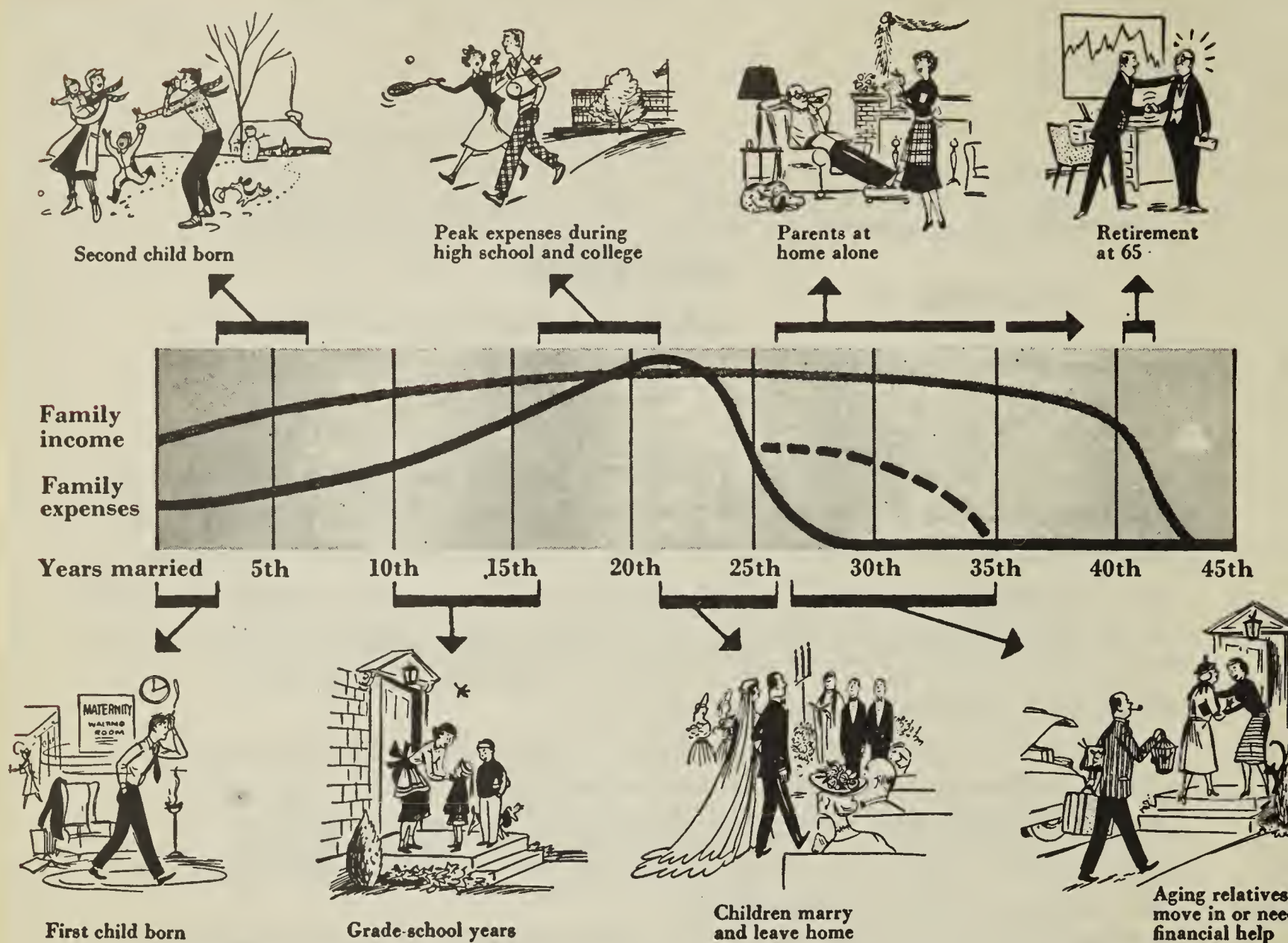
Sometimes your whole family likes to be together to talk, or watch television, or entertain friends. At other times you want to listen to records with your particular friends or have your brother help you with your home work. There are times too when you want to be alone to think things out, or to study, or to keep your diary up-to-date.

There should be enough comfortable chairs and sofas in the living room for the whole family. There should be a place for each family member to entertain particular friends and a place for each to have privacy when he wants it. Of course, kitchens, and dining areas, and bathrooms are important parts of home life, too. Some homes provide space and attractive furnishing for all these situations and an atmosphere that encourages them, and others do not.

THE FAMILY LIFE CYCLE

These are the basic housing needs whose satisfaction creates the atmosphere of a real home. They may be satisfied in widely different ways, and the way they are satisfied varies even within an individual family at different stages in its development. Families used to live in the same house for a lifetime; branches of the family lived there generation after generation. This gave stability to family life. Home was a place with fixed characteristics and traditional activities.

Today, in our changed world, we are increasingly aware of how families differ from each other and from themselves as time goes on, in size, make-up, income, and the things they value. We are beginning to question whether there



Dotted line indicates cost of supporting relatives

Series from Better Homes and Gardens Magazine

can be any longer such a thing as a permanently-fitting house—even for one generation. Let us examine the pattern of family living today and see what conclusions we reach. We will begin with a family just starting out.

The founding or young-married-couple stage. In your great grandmother's day, girls filled hope chests with linens, silver, and household accessories. Young farm boys developed stock for their future farms. It was the custom to delay marriage until the couple could make a good start on furnishing a home. Nowadays young people are no longer content to wait until they accumulate money and furniture. Placing higher value on life together than on worldly goods, they are confident that they can handle whatever life brings. They are willing to begin very simply in order to marry sooner. Often they marry with only their own earning capacity to rely on, and sometimes it takes their combined earnings to meet current expenses.

During the founding stage, a couple can fit into limited space—a small house or apartment of only a room or two. This is the time for learning and improving housekeeping and consumer skills. In the first years of marriage the details of the new way of life are worked out: how money will be spent, who will do the housekeeping jobs, how much entertaining will be done, and what community contacts will be made. The young couple learn, or fail to learn, to settle their differences constructively, and they can plan ahead with much

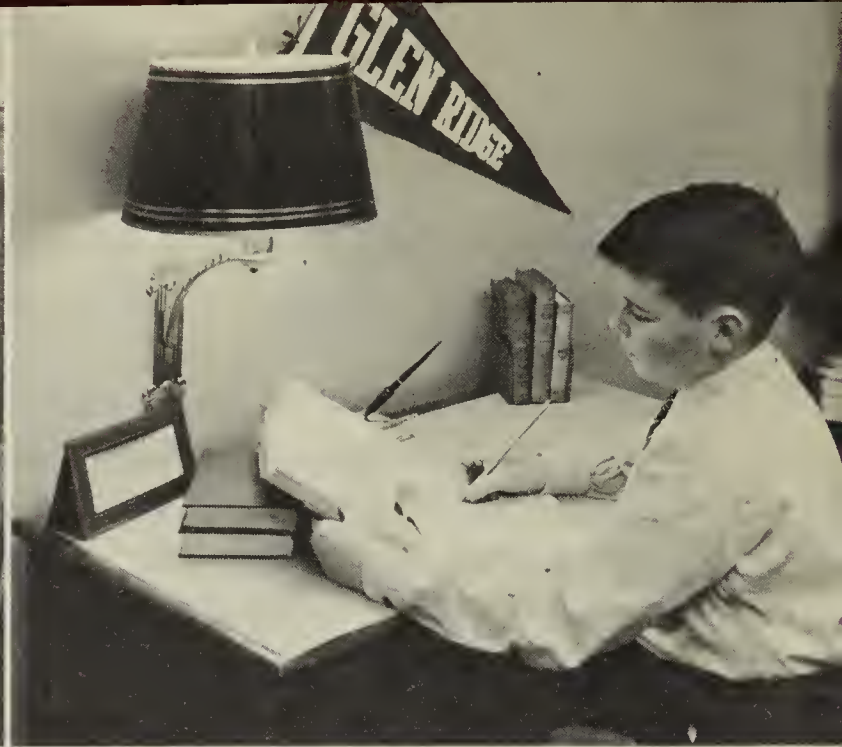
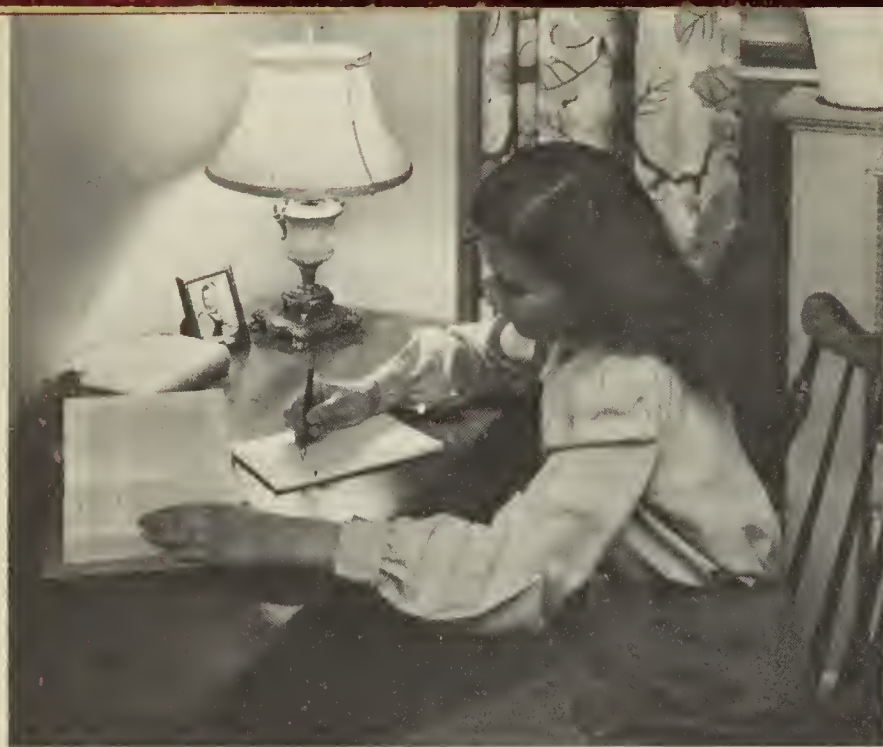
more realism than they could before they had lived and worked together. This is the time, if possible, to keep housing expenses low and to save for an expanding family, for furniture, and possibly for down payments on a larger home. These first years of the family cycle are rich in possibilities for enjoying life together and for learning what is important not only in home management, but in all aspects of family relationships. With so many things to learn and work out, it is best not to assume the responsibilities of a large house or apartment, even if it doesn't matter what the rent is.

The expanding family stage. The next stage in the family cycle begins when the first baby is anticipated. For some families, this means moving to a larger home. It always means some rearrangement of living space and some additional equipment and furnishings, although the housing needs of infants are not complicated. Babies need quiet for undisturbed sleep with plenty of fresh air, and storage space for their clothes and their feeding and bath equipment. As soon as they begin to crawl and walk, they need play equipment of their own and uncluttered space in which to use it. Since playmates their own age help them develop socially, it is important to watch for babies in any new neighborhood being considered.

The pleasures of parenthood grow as the children grow. Every family in the young-children stage should make provision for the story hour which father enjoys as much as the children.

A. Devaney, Inc., N. Y.





Westinghouse

Students need a quiet, well-lighted place to do their homework. At the left the lamp is too short to spread light where it is needed. Its placement violates the principle that light should come from the direction opposite the hand in use. In the excellent study area at the right there are no sharp contrasts between light and shadow. The lamp has a diffusing bowl and the desk has a dull (not shiny) light-colored top.

Much improvising is possible in preparing for a baby. Relatives often have cribs, high chairs, bathinettes, and carriages that they will lend or give the young couple. Sometimes a grandmother or some other relative will take over the household for a week or two while the new parents are getting acquainted with their offspring. But even with such cooperation, babies are major items of expense in time, energy, and money. Their arrival requires drastic revision in housekeeping schedules and social patterns. To the medical and hospital bills must be added the cost of part-time help and baby sitters, if the new parents want an evening off. If the wife has been employed, the arrival of a baby means adjustment to living on one income. None of these considerations, however, can possibly outweigh the pleasures and pride of parenthood.

The young-children family stage. Sometimes called "the busy years," the young-children family stage is one of constant hustle and bustle. Children, whose energy seems boundless, are widening their circle of activities beyond the home and family. School looms large in their lives, and so does the neighborhood and its contacts. They need more play space indoors and out, and nearby baseball diamonds and football fields are almost essential. Although family projects in the backyard—building a goldfish pond or a barbecue—are popular with parents and youngsters alike, the backyard can no longer contain the growing family. They are off on bicycles, skates, or skis with their own contemporaries. As you can see, the neighborhood becomes more important than the house itself—although more inside space is needed too. Girls and boys will need separate bedrooms some time during this period, and each child needs a quiet place to do his homework.

The teen-age family stage. When children are in high school and college, there is even greater diversity in the interests and activities of family members. During these years, sometimes called "the peak years," the neighborhood becomes less important because the children have interests and contacts far

beyond it. On the other hand, they like to bring friends to their homes and are very conscious of its appearance and atmosphere. If teen-agers have no rum-pus room, they will turn the living room into one. They want to entertain more elaborately, giving a real dinner party instead of the impromptu kind of get-together of their younger days.

Privacy for the beginning of courtship is an important consideration requiring the cooperation of the whole family. Since at this stage the father's earning capacity is at its peak, redecorating may be considered. However, costs are at their peak too, for clothing, education, and recreation.

As children approach adulthood, they take an increasing responsibility for making family living satisfying. They become aware of the consideration due each family member, and can help the parents to plan and carry out desirable changes in living arrangements and home management.

The launching-and-later-years stage. When the children are young adults and leave home to complete their education or to marry, the family reaches the launching-and-later-years stage. Parents have to seek other interests to substitute for their absorption in guiding their children toward maturity. Sometimes the mother returns to her early employment field or devotes more time to religious, social, civic, and political activities in her community. Because expenses have dropped as the children graduated from school and left home, and earnings are still high, there are many possibilities for making these years

As teen-agers grow up, they are inclined to take over the living room. Parents and sisters and brothers must often find someplace else to read or watch television.

Ewing Galloway





Photograph by the makers of Armstrong's Linoleum

When mother moves in with married son, she can be made comfortable in her own room with her own furniture around her and family portraits to keep her company. Even in smaller quarters she can create a home-like atmosphere. Study this room in color opposite page 216.

comfortable. Some couples, wanting to be freed from the responsibilities of operating a large home, may sell or rent their home and move into a smaller house or an apartment. Other parents prefer to keep the old home to share it with their children and their grandchildren when they visit, and to open it for community affairs or social functions.

Some couples as they grow older may no longer be able to live alone. For them in particular, sociologists recommend three-generation houses where grandparents can live with their children and still have some measure of independence. There is also some talk about special apartment houses that would offer occasional nursing and perhaps help in housekeeping and in preparing meals. Research about the housing needs of the aged is going on currently.

MANAGEMENT AND FAMILY LIVING

There is always a danger that homemakers involved in the complex responsibilities of operating homes may lose sight of the real objectives in home-making. If the proportion of time and labor given to housekeeping is so great that the homemaker has no time left for other things, the management of the house needs checking. The size of the house, the arrangement of rooms, the equipment chosen; the storage facilities, and the materials and finishes used are important in taking or saving time and energy.

Money, too, may be well or poorly used in providing housing. Certainly attractive surroundings are essential to a happy life, but when housing becomes such a financial burden that recreation, education, and other aspects of living must be drastically reduced, the broad goals of family living have not been furthered. In other words, housing can contribute a great deal to happy family life, or it can be an important source of work and worry to families.

It takes management to keep the various components of family living in proper proportion. In any kind of management there are four steps:

1. Setting up goals
2. Making plans to attain these goals
3. Carrying out the plans
4. Evaluating the success of performance and re-evaluating the goals

Few families actually write out a list of goals, but most families have them for such things as comfortable housing, financial security, good health, education, community participation and service, creative recreation, and satisfactory personal relationships. Taken all together, these goals represent the standard of living which a family wishes to achieve. Clear judgment is needed to balance these goals and to integrate them into both immediate and long-term plans. Some families are realistic in keeping their resources in mind when setting their goals; and others are not.

In making plans to attain their goals, families may well take into account both their present and their potential resources. These resources include time, energy, skills, money, and community services to be had for the asking. Good planning also requires the participation of all family members concerned. Even young children often have insight into the problems involved in making specific plans; as for carrying those plans out—responsibilities that are self-assigned are taken much more seriously than are those that are handed down.

Carrying out the plans is the operational stage of management, and a very important one. It calls for a spirit of give and take, for persistence, and for a willingness to give attention to detail. Above all, it calls for dependability—a characteristic, alas, too rarely developed.

First plans may prove to be quite unworkable; then it may be necessary to replan and re-evaluate progress toward goals along the way. Every once in a while, too, the goals themselves ought to be re-examined. As a family develops, its values, and consequently its goals, are apt to change.

Young people who take an active part in these four aspects of family management, who take time to understand and help to find solutions for the problems their parents are meeting, will have a good start toward establishing homes of their own. It isn't unusual for teen-agers to find that their ideas are different from those of their parents. Whatever the reason for differences, the young people should make an honest effort to understand their parents' point of view and to help work out a compromise when possible. Most young people have to postpone trying out some of their ideas until they are on their own.

THE PROSPECT FOR GOOD HOUSING

One way to improve family living is to attain the best possible housing; another is to work out the most satisfactory schedules and techniques for housekeeping. Many specialists—architects, engineers, economists, home economists, psychologists, sociologists, and doctors—are studying the housing needs of families, but all that is known has not yet been put to use. Builders have not been able to provide adequate houses and apartments which moderate and lower-income families can afford. Therefore, families have had to live in old inconvenient houses or new but poorly constructed houses that are far from ideal. Families that are resourceful and imaginative have found ways of transforming their housing to meet their needs. While progress in building good houses has been accelerated in recent years, it is probable that for a long time to come families who have to consider cost but who want to create comfortable, convenient, livable homes will have to take considerable initiative themselves. The more thinking that families do on what is essential and which needs should be met first, the better choice they will make when alternatives present themselves. Until families understand what a house can contribute to ease, comfort, education, and health (both mental and physical), it is certain they will not make maximum use of the opportunities that are theirs. Nor will they unite in community action to revise the building codes, bring about slum clearance, encourage investment housing projects, and improve housing in every possible way.

ACTIVITIES

1. **Be prepared** to point out to the class the four processes of management in some home project you have shared in recently—giving a party, making some improvement of your room, or even just cleaning out your bureau drawers.
2. **Trace the history** of a family you know about, possibly your own grandparents. Include the year of their marriage, a description of their first home together, the dates when their children were born and how they affected the family housing, and finally how the original couple lived after their children had grown up and left home.
3. **Plan a skit** contrasting a home that is pleasant to visit with one in which you are uncomfortable.

CHAPTER 2

THE JONES FAMILY IS FORCED TO MOVE

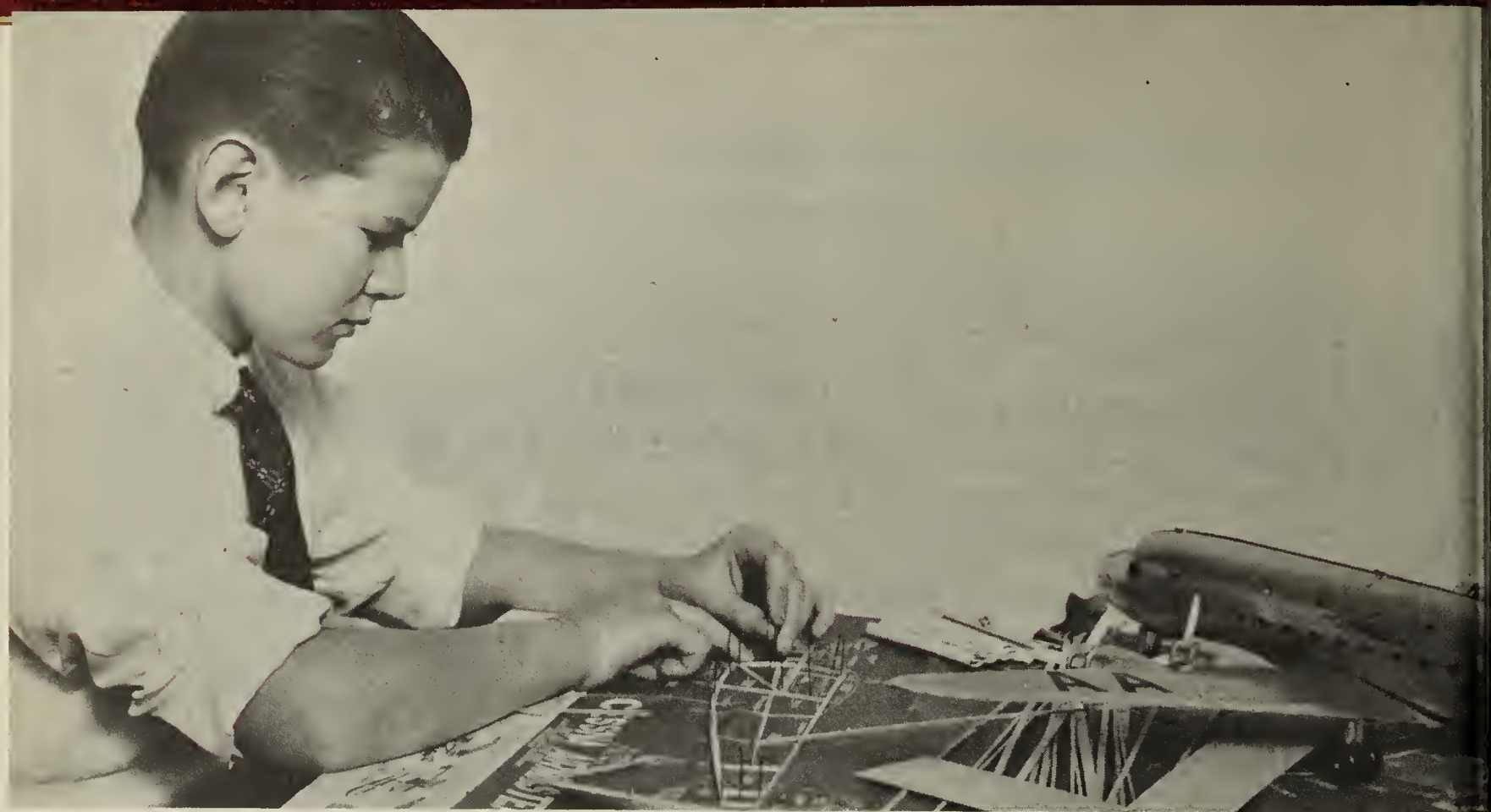
When Mrs. Jones went to pay the rent as usual on the first of March, she was greeted with the news that the house she and her family occupied had been sold and the new landlord expected to take possession on May first. The Joneses would have to find a new place and be moved by May first. Mrs. Jones crumpled up her shopping list and rushed straight home to phone her husband.

DETERMINING HOUSING NEEDS

We are going to follow the experiences of the Jones family in finding a new place to live. Perhaps you would like to think that they live in your town. Actually they live in a small city about fifty miles south of Chicago. Besides the parents, there are two teen-age youngsters, Nancy and Bob. They live in a six-room house which is far from ideal, but in which they have made the best of what is available.

Mr. Jones earns \$3,000 a year as a foreman for a nationally known oil firm. He expects to be promoted within two or three years and will probably be transferred to another town at that time. In his free time at home, Mr. Jones enjoys working with his hands. He tinkers with the family car and keeps it in good repair. Last fall he gave it a new paint job. Having accumulated some carpentry tools, he would like to have space to set up a workshop which their present house does not allow. For outside activities, he belongs to a lodge, a veterans' group, and likes to attend church and neighborhood gatherings with his family.

Mrs. Jones is active in the church, sponsors a Cub Scout troop, and is a member of the local Home Demonstration group. She is an outstanding cook and is teaching her daughter her skills although the present kitchen is small, and not conveniently arranged for two people to work. Nancy, a thirteen-year-old in junior high school, is a willing kitchen helper when she feels that she is learning, and takes great pride in the homemade cookies and cakes she serves her group when they come over after school. There will be more peace in the family if Nancy can have a large well-lighted room of her own, instead of her present small dark room, with the single window facing the house next door. Having become very conscious of her appearance, she spends hours arranging her hair and trying different accessories (often her mother's) with her clothes, and Bob teases her unmercifully when she preens in front of the



H. Armstrong Roberts

The hobbies of various family members should be carefully considered in family living. This boy needs a big table, good light, and nearby storage space for parts and models.

mirror in the living room, the one in her room being poorly lighted and placed so that she can't see herself full length.

Bob is sixteen and a junior in high school. He has a collection of North American insects which he keeps mounted in glass-topped boxes all over his room. He and his mother have had words over the housekeeping problems this collection imposes. Bob is also interested in photography, and, because the basement is damp, does his developing in the kitchen. Since this often conflicts with Nancy's cooking lessons, the whole family would be happier if Bob had more room for his hobbies.

Both children like to bring home friends from school, but the two groups do not mix well, making afternoons anything but peaceful at the Joneses. Mrs. Jones tries to manage to do some gardening or errands outside the house when both groups descend on the house at once.

Once she had had a chance to get used to the idea of moving, Mrs. Jones was really pleased at the prospect. Now that the children had entered their teens, their present house no longer fitted the family.

After dinner that night the Joneses settled in the living room and talked their prospects over. Let's listen to a part of their conversation.

NANCY: Oh, why do we have to move? I don't want to leave this neighborhood. Daddy, why couldn't we have bought this house?

MR. JONES: We don't want to be saddled with a house here. When I get my promotion, we may have to move to another town.

BOB: I'm glad we're moving. I want a bigger room and a darkroom.

MRS. JONES: I must say I'm glad too, although it was a shock. A bigger kitchen would be wonderful. And I would like Bob and Nancy to have a rumpus room. My, the way you two leave this living room!—And the noise!

MR. JONES: All these plans are fine, but we're not building a dream house. We're renting and we'll have to find something for around \$40.00 a month.

MRS. JONES: Yes, of course, that's right. We really won't be able to find everything we want. At the last Home Demonstration meeting a specialist gave a talk on what to look for when you are moving. I'm glad I went to that meeting. I nearly didn't. Well, this specialist said you should make a list of things you really must have. I think we should do that.

The family started with enthusiasm to draw up a list of their requirements. The final list was not made up that first night, but took several evenings. Everyone submitted his own list of wants to Mrs. Jones first. Then there were discussions and compromises and afterthoughts. Many of the things suggested were unrealistic for the Joneses' income—or anyone's short of that of a Hollywood star. Other things suggested would have been nice, but were unessential. Finally the list was boiled down as follows:

1. Neighborhood. They preferred to stay in their present neighborhood to retain relationships with neighbors, school, church, and merchants. If this was not possible, then at least they wanted a good neighborhood with nearby school, church, shopping center, and neighbors who might become friends. It seemed important to be near a bus route, since Mr. Jones takes the car to work.
2. Space. They needed three good-sized bedrooms, a bath, a kitchen large enough for several people to work in, and a living room. A rumpus room and space for a workshop would be highly desirable. Also they needed a garage.
3. Utilities. Since they owned a refrigerator and gas stove, they did not need to have those supplied, but a good furnace and plenty of hot water were essential. They expected to pay the fuel bills; therefore, if they took an apartment where rent included heat, they could afford to pay more for rent. Plenty of electric outlets would be desirable, and they needed gas for their stove.

FINDING A PLACE TO LIVE

Now that they knew what they wanted, the Joneses were ready to look seriously and efficiently for a place to live. Mr. Jones went to a real estate office and told the agent what they needed and wanted, and what they could pay. Each member of the family told his friends and acquaintances that they were looking for a place to rent. Bob and Nancy walked home from school each day by different streets to watch for "Vacancy" signs in their neighborhood. Often in the evening the whole family drove slowly around streets farther and farther away from their present home trying to locate a "For Rent" sign. When the evening paper came, the scramble for the classified advertisements page rivaled that for the "funnies." Occasionally by these different methods they did get a lead to follow up. Usually, the house had already been rented before they arrived, or it lacked one or more of their basic needs.



Consumer Education Department, Household Finance Corporation

Not only the neighborhood itself, but also its accessibility to the various places where the activity of family members takes place is important.

Searching for a place to live was a disheartening task. There were so few rentals available that they could afford. The old houses were too large, had not been kept in good repair, and had unreliable plumbing. The recently-built houses they were shown were nearly always too small. The agent who was helping the Joneses said that for a while families had seemed to be getting smaller. The standard American family consisted of a mother and father and two children. Houses accordingly were built to accommodate that size family. Now families are getting bigger again, but builders had not yet caught up with the trend. Mr. Jones laughed and said that while his family might be "standard," there seemed to be a lot of difference between space requirements for two children and that for two teen-agers.

As the Joneses discussed their experiences, they realized that for two reasons the market for a place to live was quite different from the market for a car or a television set. First, although there may be empty houses in one community and overcrowded areas in another, housing is not mobile. An empty house cannot be easily shifted to relieve congestion in another area. Second, a house in times of shortage does not go out of use when it wears out. Instead as one family moves out another moves in. Many of the places that the Joneses were shown had been good houses in the twenties, but had gradually become dilapidated, as owners neglected to make repairs, to paint them, and generally to keep them up. Some of the houses had been closed up in the late thirties and early forties, but had been re-offered for rent in response to the housing shortage that accompanied and followed World War II.

Bob, unable to understand why better housing wasn't available, did some reading on the subject. One night at dinner he announced that he had the solution: "We'll buy some land and put up a prefabricated house."

Mr. Jones replied that he appreciated Bob's suggestion, but could not follow it for several reasons. "In the first place, Bob, we haven't got the money to tie up that way. Even land is expensive in this town. In the second place, the local building codes don't permit prefabricated houses."

Bob was horrified. "Don't permit them? What do you mean?"

"Just that. You can't put up a prefabricated house in this town. You see, different towns and states have different building regulations and some of them are pretty out-of-date. They were passed to protect the home owner from dishonest contractors, but they seem to be protecting him from new building materials as well."

"I think that's terrible," said Mrs. Jones.

"Oh, eventually those codes will be brought up-to-date when people take the trouble to insist on it," said Mr. Jones. "Actually, prefabs aren't yet the bargains that people thought they would be. For some reason, probably partly because of the building codes and partly because people don't seem to want assembly-line houses, they haven't sold in a large enough volume to bring the price down. Maybe they will, some day. It's the prefabricated parts—the ready-to-hang doors and the weather-stripped windows and the kitchen cabinets and bathroom units—that are doing the big business now."

"Well," said Mrs. Jones, "I must say I don't understand the whole situation. I don't see why there aren't more places to live."

"It is hard to understand," agreed Mr. Jones. "Since the building boom in the 1920's, there haven't been enough houses built to meet the need. Of course, the depression stopped building and then, as we came out of that, the war made supplies and workmen scarce. Still . . ."

"What's for desert, Mom?" said Nancy, ending the discussion.

One of the big costs of prefabricated homes is the transportation. Local regulations must also be considered before arrangements are made to buy one.

National Homes Corporation



MAKING THE BEST CHOICE

After six weeks of looking May first was almost upon them. They had found only two places in their price range that they thought would do at all. One of them was an apartment near the center of town; the other was an old farm house on the outskirts of the town. Both places had some good and some bad points. Study the floor plans and the descriptions and decide which place you think the Joneses should have rented.

Place A

LOCATION

Not very close to present neighborhood, but near schools Bob and Nancy now attending. Stores, movie theaters, and other recreational facilities convenient. Near central bus terminal.

RENT

\$50.00 per month, including heat but not electricity or gas for cooking. Lease for year or longer required.

TYPE OF HOUSING UNIT

Third (top) floor of six-flat apartment—no elevator. No garage available.

ROOMS AND ARRANGEMENT

Front entry, living room, dining room, kitchen, two bedrooms, and bath. Kitchen small. Dining room dark, with plate rack and low chandelier. Plenty of wall space for furniture.

STORAGE SPACE

Small storage room in basement. Closets just adequate for current use. No space for storing out-of-season clothing. Built-in dish cupboards in the dining room and some built-in cupboard space near sink in kitchen. Storage space in kitchen quite inadequate, however.

UTILITIES

Good, but plumbing fixtures old and worn. Always plenty of hot water and heat. Built-in laundry tubs in basement for general use. Schedule indicating washday set aside for each apartment. Families there longest have chosen all days except Friday. Old electric refrigerator with low flat top for working space, if desired.

SUNLIGHT AND VENTILATION

Sunny and bright with cross ventilation, but dirt and soot from railroad and nearby factories settle on flat surfaces in houses and apartments in this locality. No screens.

GARDEN AND OTHER OUTDOOR SPACE

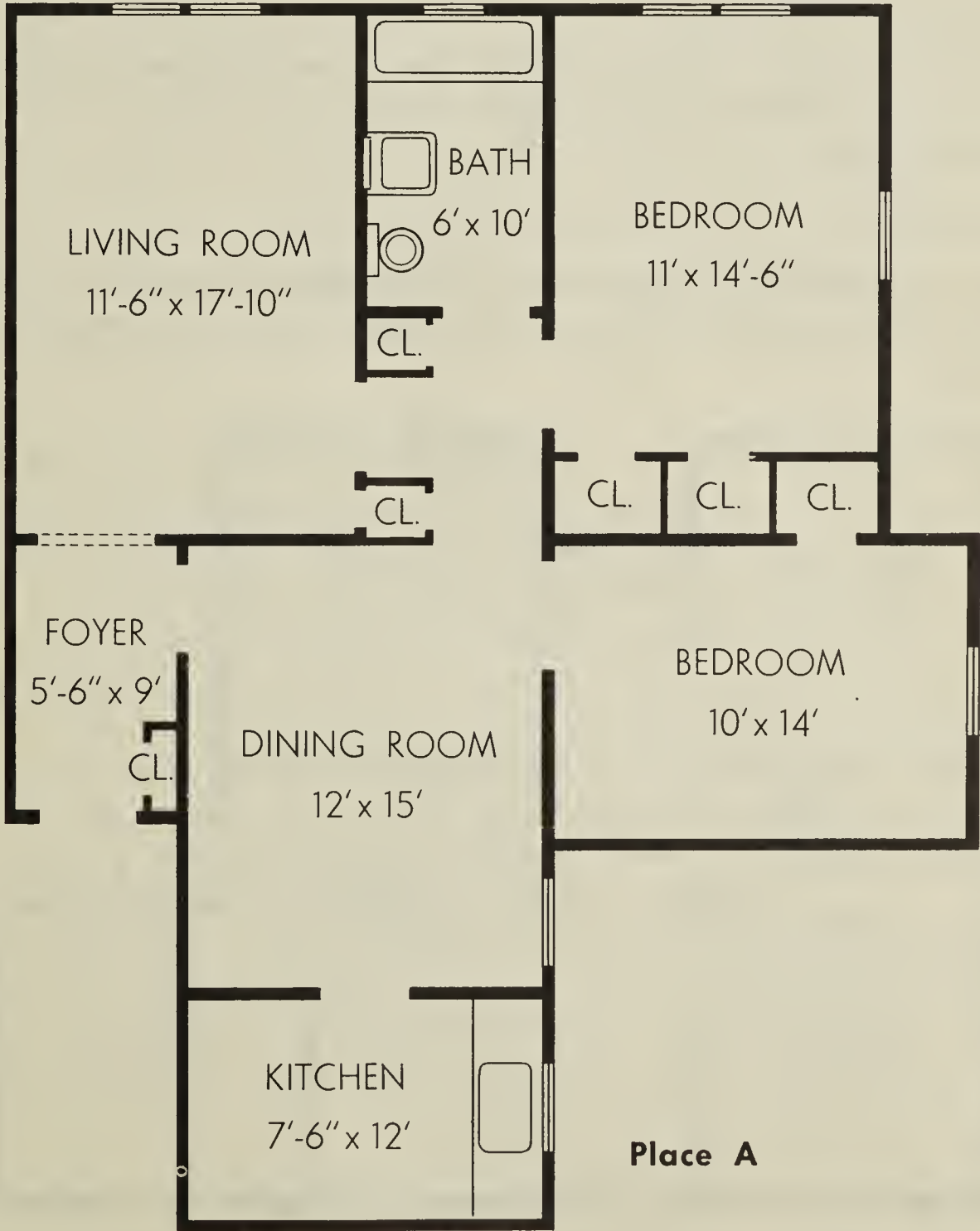
None except space to hang clothes.

CONDITION OF APARTMENT, BUILDING, AND GROUNDS

Building about twenty-five to thirty years old. Plumbing and lighting fixtures of that vintage. Wall paper dingy but of good quality in conservative colors. Woodwork dark and grimy. Floors hardwood and, although they need refinishing, not in bad condition. Building, wood with brick veneer. Not fireproof.

SERVICE IN BUILDING

One part-time maintenance man, living in basement apartment with wife and small daughter, empties individual family garbage cans several times a week when cleaning halls and stairs. Also cuts grass, cleans walks, and keeps wire clothes line in repair. For a small sum, will wash the outside of tenants' windows.



Place B**LOCATION**

Out beyond central shopping district in same direction in which they now live. One block from bus route. About a mile from high school Bob attends. Within four blocks of junior high school which Nancy could attend. Near newly-built garden housing project (privately owned). Movie theaters, food stores, and a church about half a mile away.

RENT

\$40.00 per month, not including heat, electricity, or gas. Lease for a year or longer required.

TYPE OF HOUSING UNIT

Old style square farm house. One-family unit of one floor only. Wood construction—not fireproof. Garage on lot.

ROOMS AND ARRANGEMENT

Entry front and side, small living room, good-sized kitchen, three bedrooms and bath. Full basement that could be finished. Plenty of wall space for furniture.

STORAGE SPACE

Only one closet in whole house—a large one off front hall. Nothing in the kitchen except sink with storage space beneath and small cupboard above.



UTILITIES

Sewerage and water recently extended to this area for housing project. Bathroom fixtures put in year ago so that supervisor of construction of housing project could live there. Both gas and electricity available. However, not many electric outlets, and the wiring for those runs along baseboard. Contract has been let for paving and sidewalks.

SUNLIGHT AND VENTILATION

Windows on all sides. A few nice trees but they give very little shade.

GARDEN AND OUTDOOR SPACE

Yard has been graded recently and start made on a lawn. Ample room for both kitchen and flower garden as well as for clothes drying and outdoor recreation.

CONDITION OF HOUSE

Old but well-built. A year ago new roof put on and central heating by oil furnace installed. Also insulated with rock wool at that time. Screens for all the windows. Floors, of the old, wide, pine board, need refinishing. Previous tenants left linoleum on kitchen and bedroom floors. Wallpaper old and badly in need of replacement. Ivory woodwork chipped and soiled. Landlord willing to supply lumber for closets and built-in bookshelves, and paint and paper, if the Joneses supply the labor.

SERVICE IN BUILDING

None.

For many reasons the Joneses chose place B. The lower rent was one factor, even though it meant that they would have to pay the fuel bills. They all preferred a one-family house with a yard to a walk-up apartment. The fact that the place had three bedrooms was important. Although the living room was smaller than that in the apartment, the Joneses planned to finish the basement to make both a rumpus room and a workshop, which would take some of the traffic out of the living room. The garage was another factor influencing them. The possibility of having a garden appealed to them, for they hoped to cut grocery bills by growing vegetables and selling their surplus to the tenants of the housing project. They also planned to build an outdoor fireplace for family picnics and for entertaining the children's friends.

Nancy and Bob were both appalled by the lease. From what they could understand of the legal language, it seemed full of restrictions for them and privileges for the landlord. Apparently they had to comply with all sorts of regulations and they couldn't paint or redecorate without the landlord's permission. Mr. and Mrs. Jones, more familiar with leases, were not so frightened by it. (See the lease in the Appendix, page 291.) However, they did discuss it with their landlord, who agreed to change the lease allowing them to sublet for its duration if Mr. Jones was transferred to another town.

HOW TO ROLLER-PAINT A ROOM

Series from Good Housekeeping Magazine

Spackle is a patching compound for filling wall and ceiling cracks before painting. First, widen the crack (a can opener will help); then wet it and fill it flush with spackle. When the patch is dry, sand it smooth. If you're going to use flat oil paint, seal the patch with thin shellac. If you're going to use a water paint, there is no need for a seal coat.

Paint will not stick to greasy, grimy, or soap-splashed surfaces. Therefore, wash walls with a good detergent, or use what painters use—trisodium phosphate, dissolved in water. Apply it with cloth or sponge.



Before starting to paint, remove switch plates and unfasten radiators. Once you start painting you will have to work fast and won't want to stop.



Try to buy fresh paint, (not paint that has stood on a shelf for months). It will be easier to stir smooth. And before buying, read the label on the can to be certain the paint is suitable for the surfaces you are going to paint. Good results depend greatly on a careful following of instructions: how to thin, drying time, number of coats necessary, and such things. After the paint is stirred, pour some into the tray.

(Continued on next page)



Carefully read the directions that come with your paint roller, for there are many different models. Be sure to note how to clean the roller after using it. (This must be done the moment you have finished.) Roll the tool in the tray a few times, so that you get the feel of it and saturate it evenly.

Start with the ceiling, never the walls. Using a 4" brush, paint around the edges of the ceiling (rollers can't paint close to inside corners). Set the paint tray on the ladder shelf. Dip the roller into the tray and squeegee it on the ramp. Make several crisscross strokes in the middle of the area you are to paint. This gets surplus paint off the roller and distributes it so that you can smooth it out evenly. Work fast, and go over the area with long, parallel strokes.



While one of you is finishing the ceiling, the other can prepare the walls. Windows and doors must be painted with a brush, although the sides and panels can be done with the roller if you prefer. A sash guard is not necessary, but it will help keep paint off the glass.



Follow the same procedure with the walls. The secret is to work fast and continuously. Keep the paint flowing, so that edges won't have a chance to dry and leave ugly overlap marks. After you have spread the paint with criss-cross or zigzag strokes, always finish off with long, easy, vertical ones. This will smooth out inequalities in the paint coat and give an even finish. As soon as you complete the work, clean both brush and roller.



Santini Brothers

Moving generally necessitates hiring of professional movers and a truck. Get an estimate of the cost of the job before you undertake it.

MOVING

As soon as the lease was signed, Mrs. Jones phoned a moving company recommended by a neighbor. The company sent their representative, Mr. Swanson, to look over the Joneses' furniture and give them an estimate on moving it. While rapidly weighing and totaling their furniture in his mind, Mr. Swanson asked a few questions about the place to which they were moving. Was it all on the ground floor or would there be stairs to climb? Remembering the narrow stairways of the third-floor walk-up apartment, Mrs. Jones was glad again that they had chosen the house. Mr. Swanson also wondered out loud whether his men could get the large sofa through the front door without taking the door off. Mrs. Jones assured him that the new entry was quite wide. She imagined the sofa being hoisted up to go through a window of the apartment, and shuddered. When he had been over the whole house, Mr. Swanson said the cost of moving would run to about \$70.00. (The charge for a local move can only be estimated in advance because it is based upon the amount of time the move takes. The charge for moves of a hundred miles or more are based on distance and weight, and so can be computed in advance.) Before he left, Mr. Swanson warned Mrs. Jones not to pack more than a hundred books to a carton because of their weight; he also promised to bring a couple of barrels for her to pack her china in. The move was scheduled for May first.

ACTIVITIES

1. Debate:

- a. the advantages and disadvantages of a house versus an apartment.
- b. the advantages and disadvantages of renting versus owning a home.

2. Form committees to give reports on housing needs in different regions of the country. Include the relative costs of coal, oil, and gas if you can discover them. What other aspects of housing besides fuel are different in various sections of the country?

3. Arrange for a local architect or builder to give your class talks on:

- a. building codes.
- b. deeds and leases.



PROBLEM . . . to find room for the third resident in a one-room basement apartment, already crowded for two . . . to rearrange the room for comfortable living until the day when larger quarters would be available.

WHERE TO PUT THE BABY IN A ONE-ROOM APARTMENT

by Marguerite Dodd for *Woman's Day*

In working out this problem for Mr. and Mrs. Wolf of Astoria, New York, a more convenient grouping of furniture and a less cluttered room was achieved. For the baby we selected a spot most out of the line of traffic, away from the kitchen and dining end of the room. The corner originally contained a large desk-and-worktable, which we moved into a new position at the end of the bed. Here it formed a headboard, was easily accessible for desk work, and the lamp on top served the reader-in-bed as well. The baby's corner was concealed with a five-panel cardboard screen, with walking space between crib and screen. Three panels were attached at the bottom, in a straight line, to a long cleat nailed to the floor, and at the right end, to the wall. The two panels at the left end were allowed to move freely, so as to open for easy access to the crib, or to close for greater privacy. We painted the screen the color of the walls to make it less conspicuous.

Baby Karen Lee Wolf's new quarters are concealed by the screen at the right. See bottom color picture following. The pine washstand makes an ideal cabinet for her things.





Photographs on this page by Robert F. Coates for Woman's Day

With the drop leaves of the table down, this dining area is cluttered and inconvenient. New harmonious grouping, opposite, improves appearance of the whole room.

In the arrangement below, furniture grouping makes companionable conversation difficult. Rearranged, opposite, the fireplace becomes an inviting center of interest.





Photographs on this page by Ben Calvo

By opening the drop-leaf table, the four dining chairs could be grouped around it. The two refinished old pine chests made an interesting group paired against one wall.

Colorful new fabric, new lamps, and rehanging of pictures, were quick and inexpensive decorating touches that gave the apartment a fresh, gay atmosphere.





Living for Young Homemakers

Wherever your home and whatever its architectural style, you can make it a gracious setting for your own particular brand of family living.

H. Armstrong Roberts



CHAPTER 3

THE LEES PLAN TO BUILD

Mr. Lee took his deposit book back from the teller and grinned with satisfaction. The last entry in the neat row of figures read \$1,500. Fifteen hundred dollars! That had been the goal. He pocketed the book and stepped briskly over to the desk where Mr. Murphy, the vice president in charge of home loans, sat poring over a folder of papers.

This was the moment the Lees had dreamed of. They had married on a shoestring, had had two children, and eventually had been joined by Howard's mother. It had been hard to save any money. In the course of this time they had rented two apartments and two houses. Three of these places had been too small for their needs, the fourth too large. The latter was so poorly built that it was unsafe and uncomfortable to live in. In spite of Mrs. Lee's constant efforts, the apartments were infested with roaches and mice. The plumbing was not completely trustworthy in any of these dwellings although their present small house had somewhat better facilities than the others. Now at last they could put all that behind them and have their own home.

The five Lees lived in a medium-sized community in upstate New York where Mr. Lee was an insurance appraiser. He enjoyed his job but had to do a good deal of overtime work. He often wished that he had a quiet place to work in at home so that he would not have to miss dinner with his family so many nights a week.

Mrs. Lee was an energetic person who had a knack for making a place look attractive—even the worst of the four places they had lived in. She sewed well—in fact, since she was so skillful at sewing, she got more enjoyment from making clothes and home furnishings than she did from cooking and cleaning the house. She had worked in a millinery store before getting married, and frequently wished she could go back to work, at least part-time.

Fortunately, Grandmother Lee loved to cook and did most of the cooking and meal planning, as well as some of the lighter house-cleaning jobs. She liked to feel that she was “earning her keep.” A widow with failing eyesight, Grandmother Lee was no longer able, physically or financially, to keep her own home.

Betty Lee liked to work with her grandmother in the kitchen. At sixteen, she was a junior in high school and a very active member of the Future

Homemakers of America club. Her canned goods and sewing projects had won several ribbons at the State Fair.

Billy Lee was fourteen, just entering high school. His room and his pockets were always full of radio parts which he assembled into sending and receiving sets. He was the handyman around the house and could usually be depended on to keep the lawn mowed and the walks cleaned, and to help in the garden.

FINANCING HOME OWNERSHIP

Mr. Murphy, the bank vice present, nodded approvingly over the financial picture Mr. Lee laid before him. Besides the \$1,500 deposited in his bank, the Lees had \$1,200 in government bonds. This \$2,700 would serve as a down payment on a house, and the bank would consider giving a mortgage at a low rate of interest on a sound investment—especially since Mr. Lee was a veteran. The G. I. bill provided a federal guarantee for 60 per cent of such a loan. The Lees seemed to be a good risk. They had handled their money well and had provided for emergencies. Mr. Lee, with a permanent job at \$4,000 a year, carried health and hospital insurance for the family, as well

The responsibilities of home ownership are many. The first problem, of course, is to finance it—and carefully planned savings are a necessity for that.

H. Armstrong Roberts



as a life insurance policy. He also participated in a combination company and social security insurance program. The children too, Mr. Murphy felt, helped to make the Lee's position sound, for they had savings accounts for their college years in his bank, and Mr. Murphy knew that they earned most of their own spending money—Betty by baby sitting, and Bill by doing odd jobs in the neighborhood. Grandmother Lee had a pension as the widow of a Spanish-American War veteran. Small though it was, it bought her clothes and provided her spending money. Mrs. Lee, after investigation, believed that she could add \$1,000 a year to the family income by working part-time in a millinery or department store if the rest of the family were willing to take on additional responsibilities at home. This was a possibility, Mr. Murphy agreed, but it could not be counted on in making the loan. Of course, they had been accumulating household furnishings carefully over the years with a view to furnishing their own home.

"Yes," said Mr. Murphy, looking up from his calculations. "You are certainly in a strong enough financial position to undertake home ownership. Now for the size house you can build—we generally figure no more than two and a half times your present income. Since you are earning \$4,000 a year, your maximum would be a \$10,000 house. An \$8,000 or \$9,000 house would be safer because your maintenance costs will begin before the mortgage is paid off, but we will lend you enough for the larger house if you want it—that would be \$7,300. Get yourself a good architect, and a lot, and get some plans drawn up. Then come back to me and we'll talk business. Of course, the Veteran's Administration appraiser has to check the property and plans, but if he okays them, it's very likely that you'll get your loan."

"Fine," said Mr. Lee, "but, Mr. Murphy, I have been wondering if an architect is really necessary. I understand they charge about 10 per cent of the cost of construction. I thought we might be able to buy a set of plans for ten or fifteen dollars, and eliminate the expense of an architect."

"My advice to you, Mr. Lee, is to get an architect," warned Mr. Murphy. "Of course, if you and Mrs. Lee have found a plan that suits you just exactly as it is, and if there are detailed specifications with it, you may be able to get along without an architect. That is, if you can find a contractor who is competent to take care of all the details, including the sub-bids, the supervision, and inspection of all types of work. But very few lay people know enough about the details of construction to deal directly with contractors, foremen, and workmen on the job, Mr. Lee. A good architect will save you trouble in the end—and money too."

MAKING PLANS TO BUILD

Mr. Lee, taking Mr. Murphy's advice, got in touch with Stanley Halsey, an architect with whom he had had business dealings. He had liked and respected Mr. Halsey, who was, he knew, especially interested in designing small homes. When Mr. Halsey came out to see the Lees, he asked to be shown around their



Photo by Forsythe, Farmers Home Administration

Architects can help the home-builder to get more in convenience and comfort for the money at his disposal.

home and told what they liked and did not like about their present quarters. After he had completed his tour, they all sat down in the living room to discuss what the Lees wanted in their new home. Mr. Halsey asked questions and took notes. Before he left he said, "Now let me sum up what you want. In the first place, you want to find a lot about as far out from the center of town as you are now. It must be near a bus route, as Mr. Lee takes the car to work. You want neighbors in your own income bracket so that you don't have to live up to them; and of course you are interested in nearby schools, churches, markets, and recreational facilities. You, Mr. Lee, want a quiet place to work so that you can come home for dinner and still finish your work afterwards. Mrs. Lee, you want a labor-saving layout and equipment, especially if you decide to take an outside job. You also want a place to sew where you can leave your things spread out. You two," looking at Betty and Bill, "both want a place of your own where you can entertain a friend or two. Grandmother Lee, you want a combination bed and sitting room. This should be on the ground floor near a bath, and it should probably also be near the kitchen. Have I forgotten anything?"

"I think you've covered all the essentials," said Mr. Lee.

"That will mean at least four good-sized bedrooms, a bath or two, a kitchen large enough for laundry equipment and informal meals, a living room with a

fireplace—you all seem to agree on that—and a front entry with a closet.” He looked at Mrs. Lee, as she had insisted on the entry with a closet. “Of course, we’ll try to give you plenty of closet space all over the house.” Everyone was quiet for a minute and then Mr. Halsey got up to go. “Well, that’s it,” he said. “It’s a pretty large order in a \$10,000 house, but we’ll see what we can work out. Of course, you know I can’t draw any plans until you have a lot, but I’ll keep an eye out for a good lot for you, and I’ll be in touch with you, Mr. Lee.”

For days the family could think of nothing but their new house. Mrs. Lee, Betty, and Bill, and occasionally their father, drew set after set of floor plans. Mr. Lee took the ones the whole family liked best to Mr. Halsey, and he made rough estimates of them. They always seemed to run to between \$12,000 and \$15,000—far more than they could pay.

The only desirable lots they could find were expensive, too. The days went by without their buying even the land. Ten thousand dollars had seemed such a magnificent sum, but it began to look as though it wouldn’t stretch far enough.

LEARNING ABOUT BUILDING COSTS

One Sunday afternoon, Mr. Halsey took Mr. Lee, Betty, and Bill out to see a house that was under construction. He wanted to show them why it was so expensive to build. “You see, there are approximately thirty thousand parts,” he said. “An automobile has only about five thousand parts. Almost every kind of raw material produced in this country goes into a house in one form or another. And there are no mass production methods used in handling these parts. The contractors buy their supplies from small supply firms for individual houses. As you know, that’s more expensive than buying in quantity. But the contracting firms are small and haven’t got the capital to buy in large quantities, and the products themselves come in so many sizes that they can’t be bought without reference to a particular job.

By working with architects and inspectors, the home-builder can avoid costly mistakes. These experts can advise on the most practical way to achieve the goal the householder has in mind.

Photo by Forsythe, Farmers Home Administration





Photo by Forsythe, Farmers Home Administration.

If lumber in the old home has not been damaged by termites, it can be used in the new home, thus saving some of the cost of materials.

"Then the contractor may have fifteen or twenty subcontractors who are skilled workers—electricians, painters, and so forth—and their work has to be coordinated. For instance, the plasterer and the special crew that lays the floor boards can't go to work until windows are installed to keep out the rain.

"Also, the work has to be inspected as it goes along to make sure that it meets the building codes. Another thing is the weather. You can't build houses in bad weather, and you must pay the workmen enough when they can work to tide them over rainy days."

"Is it always as bad as that?" asked Betty.

"Well," answered Mr. Halsey, "in some localities, speculative builders have bought immense tracts of land and built hundreds of single family houses in rapid succession. They are built in similar designs, the lumber is pre-cut and the plumbing and heating units are assembled in the factory. With that kind of economy, the home can often be sold for less than \$10,000. But those operations have only been attempted near a few large cities."

"Well, I certainly see the problem now," said Mr. Lee. "Isn't there any solution?"

"Oh, I guess there must be," said Mr. Halsey, "but we haven't found it yet. We all thought things would be different after the war, but do you know that over eight million houses in this country still have no bathrooms, and two and a half million of them are classed by the census as dilapidated?"

"That's hard to believe," said Mr. Lee.

"Yes, poor housing and slums are a real problem—and an expense, too," continued Mr. Halsey.

"An expense?" asked Betty. "I should think replacing them would be the expense."

"Well yes, but they're expensive the way they are, too," said Mr. Halsey. "They breed crime and disease. The proportion of money that has to be spent for police and fire protection and for welfare work is much higher in slum areas than it is in other parts of a city—and those areas don't pay for this extra service. In fact, they are delinquent about paying taxes. You see, it actually costs money for a community to have a slum area—and, of course, it is expensive in other ways too."

"Why doesn't someone do something to make building easy?" asked Bill querulously.

"Well, there are a lot of people who like things as they are, young fellow—some of the manufacturers of building supplies and some of the trade unions. And there's no one thing that will improve the housing situation. It will take a lot of things—perhaps the elimination of the middleman between the manufacturer and the contractor, revision of the building codes to set up a performance standard rather than to call for specific materials, the adoption of standard measurements by the industry—and lots of other more technical things. I hope these changes will come about in your lifetime, but in the meantime, you want a house. Well, there is an older house on the market now that I want you people to see. It's my opinion that it will give you more for your money than you'll get by building. Of course, it will need some remodeling and the banks aren't willing to lend as much money for remodeling an old house as they will for building a new one. Still, they'll lend you enough to buy it. Then you can move in and enjoy the house, and do your remodeling gradually. You'll end up with more floor space and a better-built house than you will get if you build. That's not always true, but in my opinion it's true at this particular time and place."

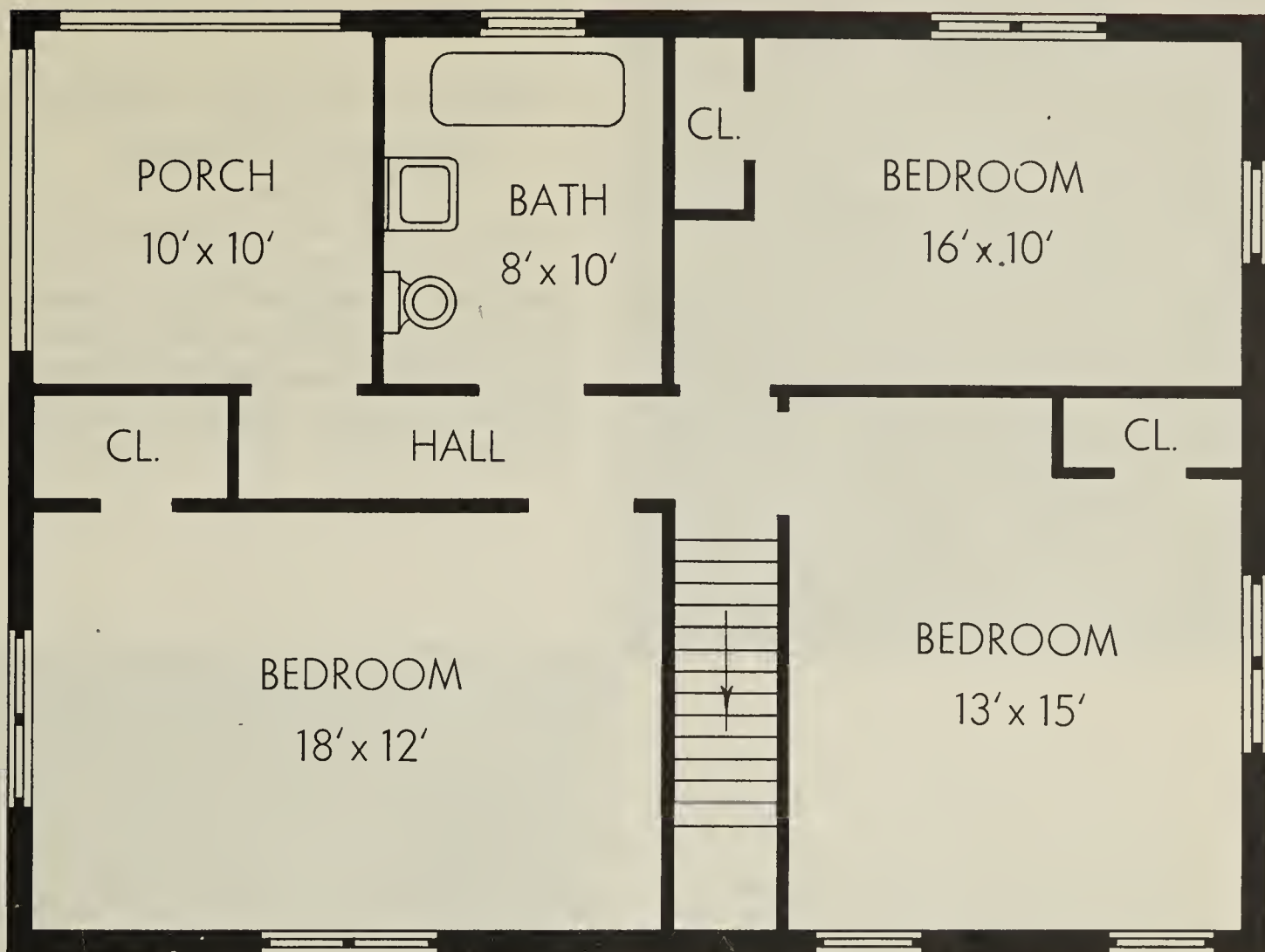
BUYING A HOUSE

The Lees went to see the house recommended by Mr. Halsey as well as several others that turned out to be not as well suited to their needs. The one Mr. Halsey told them about was in a quiet residential district less than half a mile from their present home. It was in one of the oldest parts of town, which, for some reason, had been neglected by builders for a number of years. Most of the houses were from thirty to forty years old, and were surrounded by full-grown trees and shrubs. Although here and there a house needed paint and a roof sagged, the houses and yards were fairly well kept. Betty was

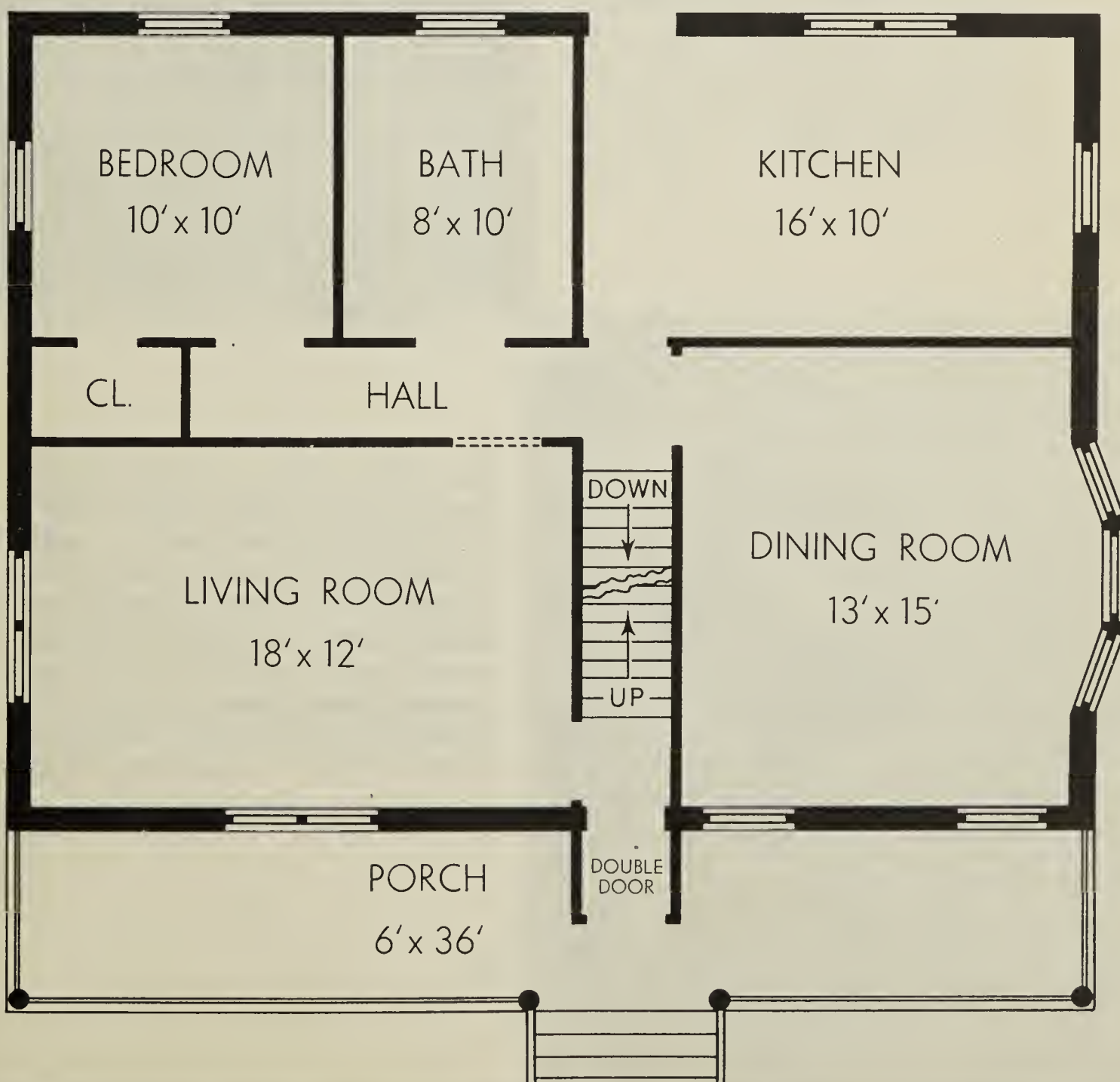
delighted with the neighborhood, for one of her best friends lived in it and they would be able to walk to school together. Mrs. Lee liked the atmosphere, but wished that the house was nearer the bus route and a shopping center. The nearest grocery and bus stop were a quarter of a mile away.

The particular house for sale was a well-constructed, white frame building. Set back on a quarter acre of landscaped ground, it had a living room, dining room, kitchen, bedroom, and bath downstairs, and three bedrooms, a bath, and a porch on the second floor. Since the porch was roofed, it would be easy to convert into a study for Mr. Lee. However, the house badly needed painting inside and out, and Mr. Halsey warned them that the wiring was not only inadequate but unsafe. Since it was brittle with age, a complete rewiring job was needed. There were a good many other changes that the Lees thought the place needed, too. The living room and dining room were dark and gloomy because the roof over the porch extended all the way across the front of the house. Removing the roof and replacing it with an awning in the summer would be a solution to that, Mr. Halsey told them. He also agreed with them that the ground-floor bedroom was too small for Grandmother Lee, but he showed them how they could move partitions to make it bigger. In order to take space from the bathroom for a bedroom closet, they would have to install modern plumbing fixtures in the bathroom to replace the large, old-fashioned ones. Mrs. Lee said she would like modern plumbing fixtures both upstairs and down, and a new double sink in the kitchen too, but the rest could wait until Grandmother Lee's bedroom and bath had been fixed up. (See floor plans, opposite.)

Mrs. Lee was disappointed that the place had no real entry hall. It had outer and inner doors so that business callers could be dealt with at the door without letting cold air into the living room. However, guests would have to be brought into the living room in their coats. There was a closet under the stairs for outdoor wraps, but Mrs. Lee had wanted a really nice hall with a mirror so that guests could remove their coats and galoshes and straighten their hair before they were introduced into the living room. She sighed, but then thought of the possibility of building a fireplace in the living room, and of the dining room where she would have room to spread out even the largest of sewing projects. The family could eat in the kitchen while she was working on something really important—and perhaps they could build a closet for her equipment on the wall alongside the stairs. She also visualized the dining room with a large picture window. The living room side of the house was quite close to the "gingerbread" house next door, so thin curtains across the existing windows would be in order there, but the view from the dining room window was quite attractive. Framed by an oak tree on one side, a rocky rise of ground made an attractive rock garden. The garden really was nice, and Mr. Halsey assured them that they were fortunate in that. Landscaping was an additional expense that home-builders usually didn't take into account.



THE LEES' HOME





POINTS TO CHECK BEFORE BUYING A HOUSE

*Series from
Better Homes and Gardens Magazine*

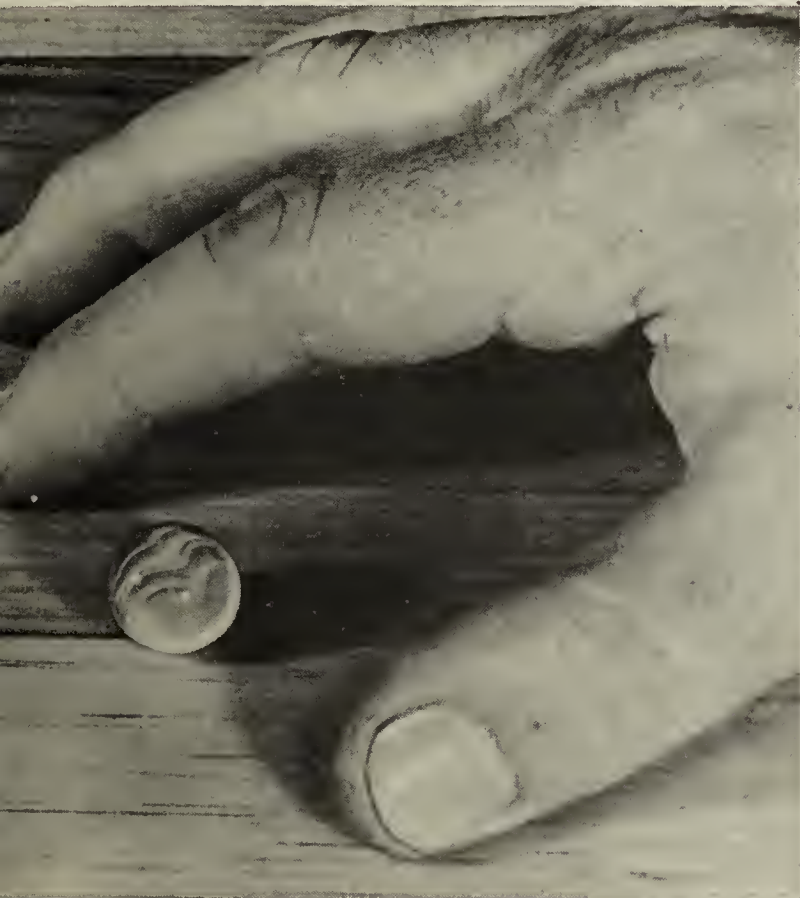
You can be sure that there is more than one rotted rafter under these broken shingles. A roofer's estimate for the necessary complete roofing job was \$1,000.

Heavy rust on this steam pipe testifies to prolonged dampness in the basement. The rust is visible because the pipe was not insulated as it should be for efficient heating.



Here is the place to check the adequacy of the electric system. Two wires going into the meter box indicate a 110-volt circuit; three, a 220-volt circuit, necessary for major appliances such as a washing machine or an electric range. The electrical center shown above is a 110-volt circuit. The lower pipe carries the wires into the box from the outside.

Windows give clues to the soundness of a house. Raise and lower them to see whether they slide smoothly. Cracks at the upper corners of windows and doors indicate structural weakness. Dust on trim means that wind comes in to boost fuel bills.



If you place a marble on the floor and it rolls, you know that the floor is uneven. This has been caused by the house being built on land or fill that is not absolutely firm. We speak of a house "settling" meaning that its foundation is being pushed down, generally unevenly. Most houses settle a little bit. But in a new house, the rolling marble may indicate a serious fault, as the house may settle more, cracking plaster and masonry.

Siding boards in contact with the ground invite rot and termites. The foundation wall should extend at least 6 inches above ground. This case is particularly bad as the bottom of the downspout has rusted off, causing rain to empty against the house wall. You can tell by poking it with a stick that the ground is damp and mushy.



After several visits armed with tape measures to make sure their furniture would fit, and after getting estimates on the remodeling they wanted done, the Lees finally made their decision and bought the house. (See Appendix for their deed and mortgage.) Their first disappointment at not being able to plan their home from the beginning gradually gave way to interest in the idea of remodeling this place. Soon they were busily engaged in moving little bits of colored paper, cut to represent their furniture, around a floor plan, and collecting swatches of different materials and paint colors. You will meet the Lees again later and learn a little bit about how they arranged their furniture.

ACTIVITIES

1. **Form committees** to investigate:
 - a. agencies which lend money or back up mortgages.
 - b. prefabricated housing available on the market. Perhaps the agent for a company that makes them will come to talk to you.
 - c. private building developments such as Levittown on Long Island. The real estate section of the Sunday paper will be worth studying for this project.
2. **Invite a banker** to give a talk on mortgages. Ask him to include the questions that a prospective borrower must answer.
3. **Become familiar with** the purposes and activities of the Future Homemakers of America. If this organization is not represented in your school, consider the possibility of organizing a chapter.

CHAPTER 4

YOUR FUTURE HOME— WHAT WILL IT BE LIKE?

What will your future home be—a vine covered cottage? a stately mansion? a quiet old farmhouse? a modern city apartment? Undoubtedly you have vague hopes, but to get what you want takes careful planning. The first step is to know what you want, but that is not as easy as it sounds. If you are open-minded and continue to grow, your taste and attitudes may change several times before you actually sign that lease—and several times afterward. Still, you can develop the general idea of your home, seeing it as the setting for the kind of family life you want to live. If you want lots of children and a dog, you may as well omit elegance and formality from your schemes. On the other hand, if you plan to entertain your way to success, start thinking in terms of a large and more formal establishment. The more thinking you do, the better choices you will make (in terms of your own lasting enjoyment) when you do set up that home of your own.

Housing is all around you. All you have to do is open your eyes to study the houses you pass by and through daily. There may be houses under construction in your own neighborhood. You will also find pictures and plans of houses in housing magazines and the Sunday newspaper. Then there are books and pamphlets on the subject at your local library.

Making actual choices as you study this book will help you clarify your thinking about your housing goals. Pretend that you are ready to buy a home or rent an apartment, and decide on the style of place you would select. Find some floor plans you like or sketch your own to show the number and arrangement of rooms. Keep these floor plans and later you can furnish your chosen home, on paper at least, as we study the individual rooms.

Be as realistic as you can about your future standard of living. Do not set your heart on authentic Chippendale unless you have plans to finance its purchase.

WHERE WILL YOU LIVE?

Going from possibilities to probabilities, the area in which you live and your income, as well as your taste, are going to exert a strong influence on your future home. More than likely a job will determine the area of the country where you will live. If it is a city job, you will have a choice of living in the city or in the suburbs. If it is a small-town job, you will have a choice of living in the town or in the country. Each kind of living has advantages

and drawbacks, and you will have to weigh each on your own scale of values before you decide which is for you.

Despite talk of the simple life, life in a city apartment is really the easiest for a just-married couple in the city-job category. A small apartment takes very little time to dust and vacuum, and repair problems can be turned over to the janitor. To be sure, there is no space for eating outside or gardening, except in a few garden developments; but, on the other hand, there are no grass to cut or weeds to get out of the lawn. The young couple have time to learn to cook and buy and live together. They have more time together, since getting to and from work doesn't take a big part of the day—or of the budget. They don't need a car to get to the movie theaters, stores, library, or sports events.

It is often because of children that apartment dwellers move to the suburbs. Children need space to play outdoors, and supervised play in a city park is not a satisfactory answer for mother or children. Also the schools are apt to be less crowded in the suburbs than in the city. For adults, the suburbs offer various clubs and community affairs. However, to offset these advantages, the wage earner has to live with one eye on the clock in order not to miss his train, morning and evening.

Life in the small town is very different. It combines the advantages of having a backyard and not having to commute. Gardening, participation in community affairs, the easy social life possible when friends are at close range, instead of at the other end of a bus or train ride, are some aspects of small town life that make it appealing. Informal neighborliness, for the most part absent from city living, is a part of the daily routine.

Country life has joys of its own in outdoor living and solitude, for which many people find it worth driving back and forth to town every day. Often land and houses are less expensive out of town, making it possible to enjoy

Some large developments provide play space for children and a garden-like atmosphere in the midst of big cities.

Metropolitan Life Insurance Company





Johns-Manville

Space for a garden, quiet, and a chance to know your neighbors are all advantages of small-town living.

more spacious homes and larger gardens for the cost of more cramped quarters in town or city. Of course, the farmer has no other choice—and wouldn't want one.

Once you know which kind of life is for you, you can make a detailed study of the kind of housing best suited to it. In looking for a farm, you will have to consider the availability and cost of utilities, the water supply, the condition of the roads, drainage, and the direction of the prevailing winds. Prevailing winds should blow odors away from the house rather than toward it. Depending on the kind of farming you do, you may need office space and work room either as part of the house or in separate farm buildings. Farm buildings should be close enough to the house for convenience, but far enough away to allow ample yard space for outdoor living when the seasons permit it.

In any place you consider renting or buying you will have to check a number of things, in addition to convenience of location:

Wall space for furniture you own or want to get

Storage space and closets

Sunlight

Cross ventilation

Absence of noise

Plumbing

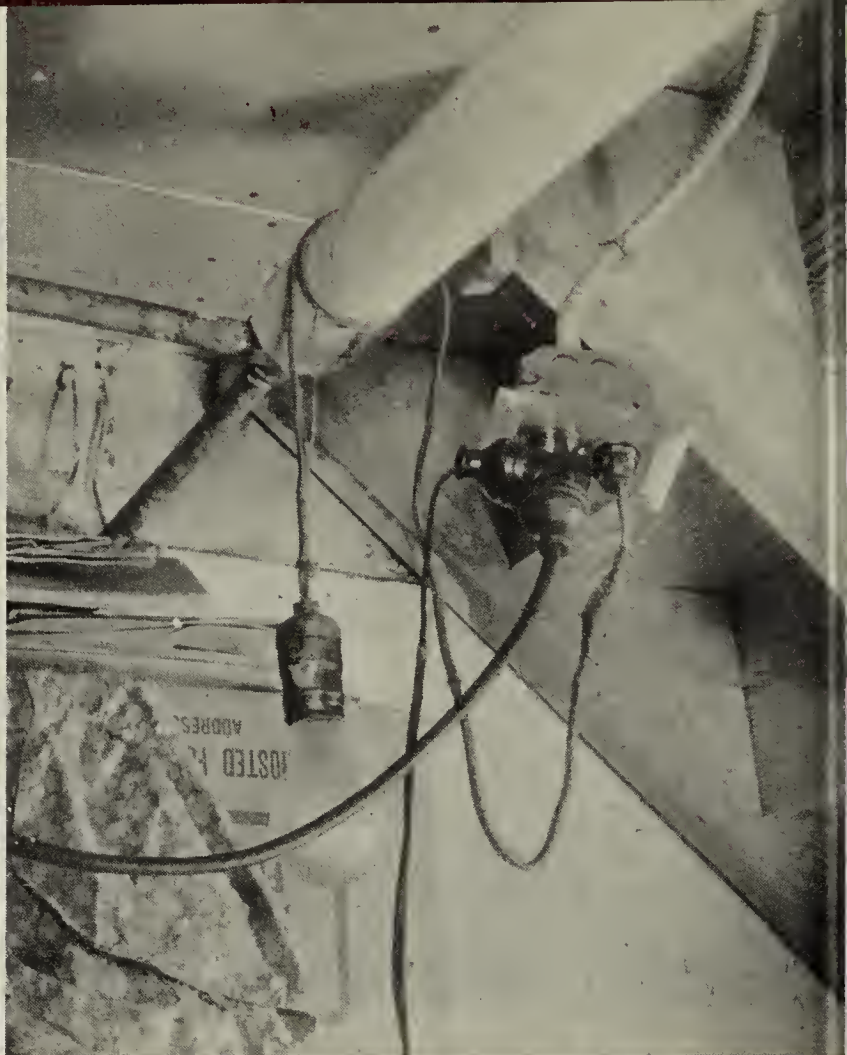
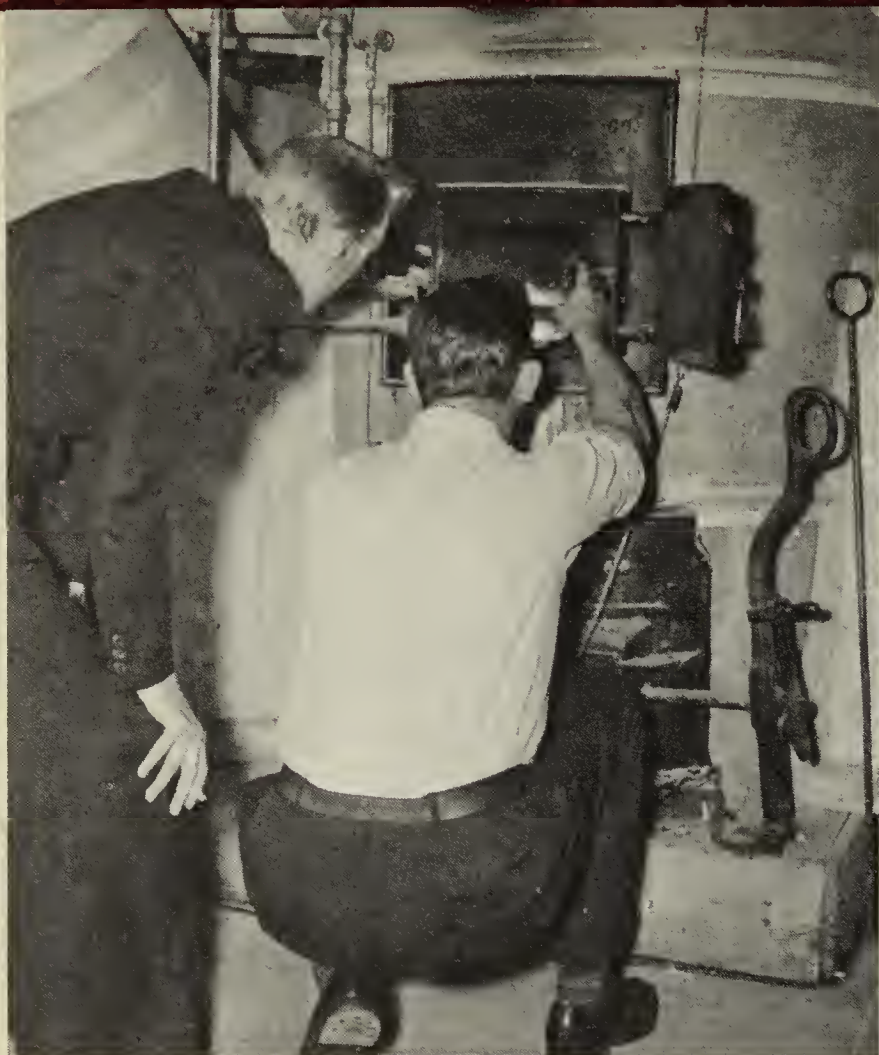
Hot water

Heating system

Electric outlets

Laundry facilities

There are also some special things to check depending on whether you rent, buy, or build.



American Mutual Liability Insurance Company
Faulty heating equipment and improper wiring with consequent overloaded circuits are two causes of fire. Check these points carefully before renting or buying.

Renting an apartment. A resident superintendent is an asset in an apartment building. You will want to find out how often the corridors are cleaned, how garbage is to be disposed of, and whether the superintendent will accept packages for you. You must read the lease carefully to see whether there are any special rules about subleasing, children, or pets.

As a rule of thumb, you ought not to pay more than 25 per cent of your income for an apartment when rent includes heat, water, and electricity. In large cities you may find apartments which are for sale rather than for rent. These are called cooperatives because all of the owners of the individual apartments cooperate to pay for upkeep and maintenance of the building as a whole—things such as heat, hot water, repairs, cleaning of the halls, and removal of garbage. Such maintenance costs are usually lower than rent for the same apartment would be. However, you do invest a large sum of money originally, and should investigate the soundness of the venture just as you would any other investment. There are disadvantages. You will have very little control over what the rest of the tenants do. Therefore, it is wise to find out whether they are the kind of neighbors who will take good care of the property. The neighbors may change, depreciating the value of your property. If you do not like the way things are going, you have little choice but to sell out and move, often a difficult and expensive proceeding. For these reasons, some experts consider buying a cooperative apartment an unwise investment.

Renting a house. In a house (as well as in some apartments) you will have to pay for water, light, heat, cooking fuel, and sometimes garbage disposal. In addition, fire and theft insurance will be higher than they would be in an apartment. It will also cost something in time or money to keep up

the garden, cut the grass, clean snow from sidewalks. Be sure you have the landlord's permission before you do any remodeling.

Buying a house. Buying a house is a serious and expensive undertaking. It is wise to have an architect or a builder examine the place thoroughly before you sign any papers. A great deal can be done by remodeling. Rooms may be thrown together, lighting fixtures removed and rewiring done, new plumbing installed, and so forth. However, since these changes may be costly, get estimates on their cost before you come to a decision about buying the house.

Another thing to think about is the placement of the house on its site. This has a great deal to do with the usefulness and beauty of the yard. Lawn facing the street is usually treated somewhat formally, as a setting for the house. Shrubs and trees make an attractive transition from grounds to house and make the approach inviting to homecomers and friends. Since landscaping is expensive, if it has been done, you can consider that part of the value of the house.

Private outdoor living areas—play space, barbecue equipment, terraces, areas for hanging laundry—require space at the back or side of the house. In a rural area, you may want space behind the house for chickens, ducks, rabbits, or pets.

If you are buying a house, you will want to check carefully these things in addition:

Neighborhood to make sure there are zoning restrictions governing it. (See page 49.) Is it strictly residential? (You can get a copy of the zoning ordinance from the town clerk.)

Transportation facilities, and proximity to stores, schools, library, and other services you will use

Availability and cost of water, gas, electricity, and telephone service

Status of paving, curbs, sewers, and water lines. Have they been paid for?

Local police and fire protection

Age of the building

Adequacy and economy of heating system

Dryness of basement

Placement and number of electrical outlets, and adequacy of circuits

Conditions of walls, floors, windows, doors, exterior walls, and roofs

One step toward a dry cellar is an elbow and extra length of drain added to carry water away from foundations.

Better Homes and Gardens Magazine





Boys at Highland Park High School (Illinois) working on their class project, building a house!

YOUNG BUILDERS' LESSON: DO IT YOURSELF

Series from Living for Young Homemakers

Their finished project—in every way worthy of an A.





The girls in the home economics classes took over the interior decoration.

Small scale furniture made the living room seem spacious.





Color was supplied by patterned drapes in the kitchen and in the dining corner of the living room. The students choose French Provincial dining furniture.



Series from Living for Young Homemakers

Unpainted furniture, splatter-dashed in bright colors, was stacked into a low dividing wall, giving the occupants of the master bedroom separate dressing areas.



Building a house. Very few young couples build their first home—and perhaps it would not be wise for them to do so even if it were feasible financially. It takes a few years of living together and a little experimenting to be sure you know exactly what you want in a house.

If you decide to build, consider an expandable house. This is one in which the core is built first—the living room, kitchen, one or two bedrooms, and bath. This serves through the early years of married life. Then as the family grows, additional rooms can be added according to the original plan—more bedrooms and baths, a dining room, porches, and patios. Some core plans are for one-story ranch-type houses. Others leave a half-story or second story to be finished as needed.

Prefabricated houses may also be worth considering. Before coming to a decision, get up-to-date information about them, but be sure to add the transportation charges to the price quoted.

When you buy your land, consider these things in addition to the first five mentioned in connection with buying a house:

Drainage. How far down is the water base? If it is too close to the surface you will have a wet basement

Size and shape of the lot in relation to your house plans

View

Setback and deed restrictions

Taxes















Assessments

There are many ways to improve an old house. An extra window in a dark wall brightens up a kitchen, without spoiling the lines of a fine old house. Young couples can do their own work on battered woodwork, painting walls, scraping floors, and such jobs.

Photos by Forsythe, Farmers Home Administration

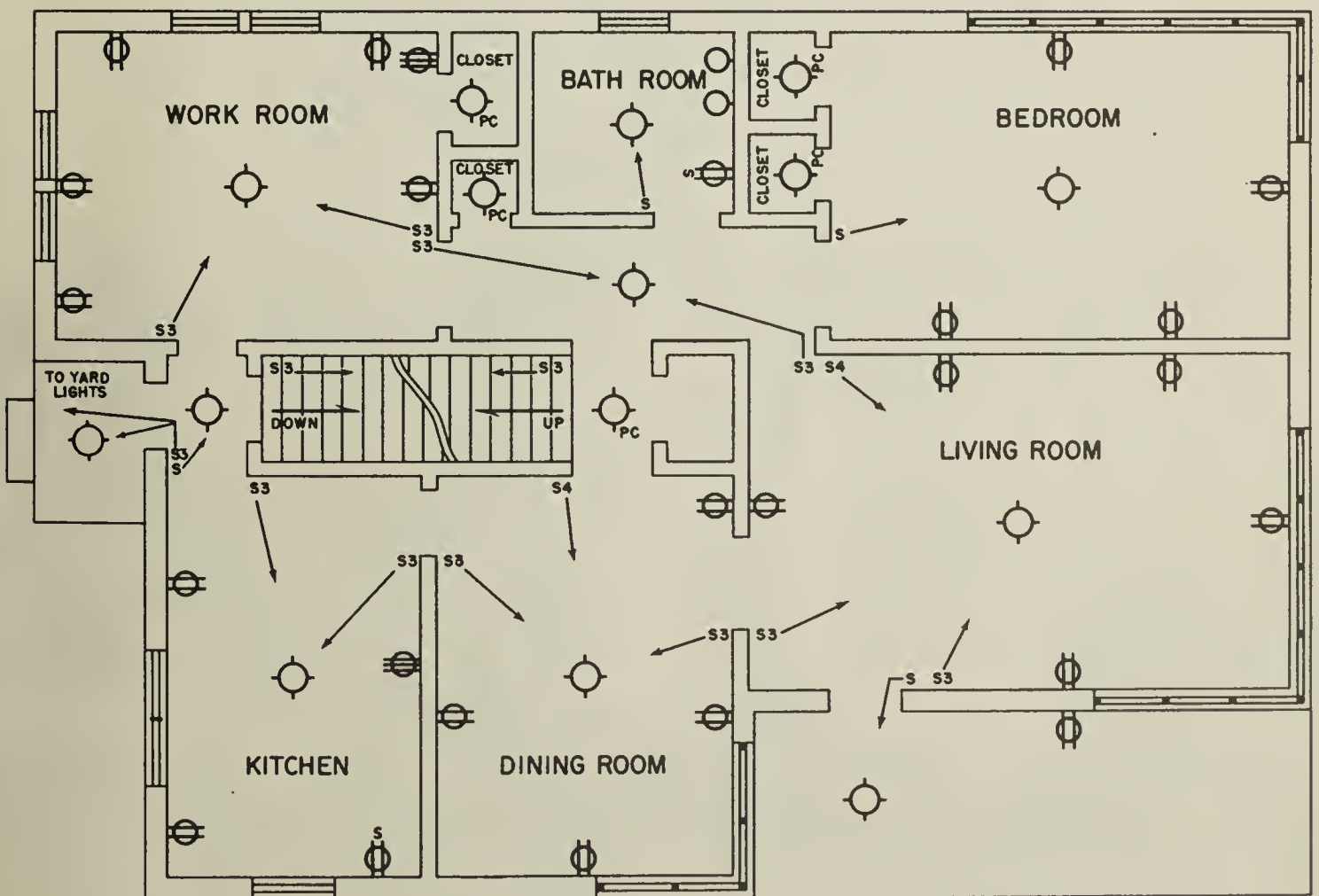


WIRING SYMBOLS

	Lighting outlet in ceiling used with wall switch control		Load center or main disconnect
	Lighting outlet in ceiling (pull-chain switch control)		WP Waterproof heavy-duty outlet
	Lighting outlet in wall (bracket-type fixture)		S Single-pole snap switch
	Twin receptacle, or convenience outlet		S3 Three-way switch for controlling light from two locations
	Twin receptacle, or convenience outlet (polarized and arranged for grounding of appliance frame)		S4 Four-way switch for controlling from more than two locations
	Three-pole receptacle or heavy-duty outlet		Sp Snap switch with pilot light. (Note: Pilot lights are used to indicate that switch is on and lights are burning.)
	Switch and single-convenient outlet		S3p

Below is a plan of the first floor of a farmhouse in which switches and outlets have been placed conveniently. Note these things: (1) There is a switch by every doorway, enabling one to turn on the ceiling light as he enters the room, and to turn it off as he leaves. (2) Heavy-duty outlets (240 volts) are provided in the kitchen for the range, and in the workroom for a water heater. (3) Three-way switch on back porch controls the light on porch and the yard light, so that both can be turned on and off for maximum safety and convenience. (4) Convenience outlets for efficient use of electricity are supplied in every room.

Rural Electrification Administration





British Information Services

A housing project in London that takes advantage of an old row of oak trees.

In Stockholm each apartment in this project has a balcony where its owners can sit and enjoy the garden atmosphere.

Swedish Travel Information Bureau, Inc.





Levitt and Sons

In Levittown, Long Island, a community of 17,500 homes, there are nine centers including shopping convenience and off-street parking areas. In addition, there are centers with swimming pools, baseball fields, play areas, and parks. This planning is aimed at avoiding crowding of any one center, making shopping and play areas within easy distance of everyone.

COMMUNITY PLANNING

If you live in a medium to large-size community you will probably see evidence of zoning as you look around. There will be certain areas with stores and gas stations and other areas that are strictly residential. This use of land is specified by the city or town planning commission to protect property values in residential areas and to avoid overcrowding. These commissions keep records of the vacant lots within their authority.

Sweden, Denmark, and England have been pioneering in another kind of community planning. This involves decentralization and the formation of self-contained districts which include some clean, light industries, stores and shops, and various kinds of housing: apartments for newlyweds, old couples, and single people, and houses for growing families. A few of our cities, such as Cleveland, Ohio, and Rochester, New York, have made some headway in this kind of development and in building industrial plants that are attractive to look at and to live near.

STYLES OF HOUSES

As you study individual houses in the residential areas, you will notice that usually the new houses are smaller than the older ones. This is the result of the enormous rise in building costs and in the wages of domestic employees. These rises make big houses not only extremely expensive to build, but also to operate.

There is another reason, too, why small houses are popular—a trend toward spending more time outdoors. Patios and terraces with surfaced floors are used for lounging, recreation, eating, and sometimes, in warm climates, for sleeping. These outdoor living spaces seem to merge with the indoor rooms through the medium of large glass windows and doors.

The popular ranch-type house, all on one level and hugging its site, is part of this trend toward informal, outdoor living. Such a house is attractive and convenient, since it eliminates the stairs a homemaker inevitably runs up and down many times a day. There is still much to be said for the two-story house, however. It is more economical to build because the foundation and roof need to be only half as large as those of the ranch-type house for the same amount of living space. The two-story dwelling is also cheaper to heat.

For the same reason—economy—you will find a great many square and oblong shaped houses. The lack of jogs in the walls and the simplicity of the roofs of these houses keep construction costs at the minimum. When economy is not a prime concern, houses are often built in the shape of the letters “L,” “U,” “T,” and “H.”

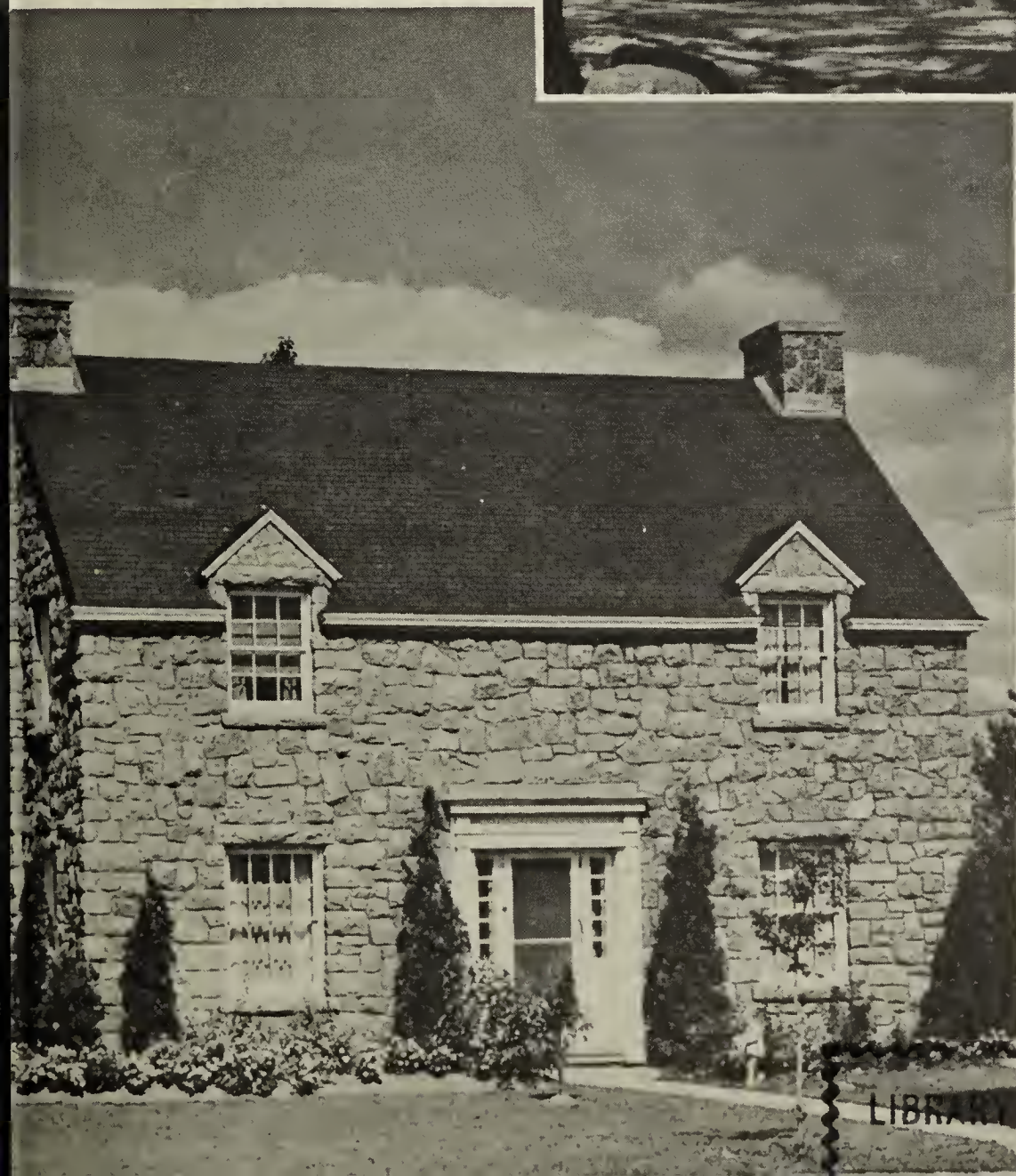
Materials used for building houses vary with the location, the climate, and the architectural style. The first substantial houses built by the American colonists were made of wood and stone to withstand the cold northern winters. New England is still studded with strongly-built, compact, Colonial homes. The early ones had an overhang (the second floor jutted out a little beyond the first), and often the back of the roof was longer than the front and covered an extra ground-floor room. The Georgian Colonial was adapted from the style developed in England by the great architect, Christopher Wren, during the reigns of the first four Georges in England. It is a symmetrical brick house with an impressive white door opening on a center hall. The Dutch Colonial developed farther down the eastern seaboard where good building stone was plentiful. Its outstanding characteristic is a prominent roof. The Southern Colonial house is large and airy, befitting the climate. The verandah across its front is covered by an extension of the roof supported by white columns. This arrangement, by keeping direct sunlight from the front of the house, helps to keep the rooms cool. It also provides a pleasant place to sit. The early Southern Colonial houses were wooden, but later they were built of brick painted white.

In the Southwest, the Spanish missionaries adapted the Indian's adobe into the style that they had left behind them on the shores of the Mediterranean. Constructed of blocks of local clay painted white, the adobes had thick walls

HISTORICAL STYLES

Ewing Galloway

The Cape Cod Cottage has white clapboard walls and small shuttered windows. One and a half stories, its bedrooms have slanting walls.



Ewing Galloway

Pennsylvania Dutch homes are built of local fieldstone. These too, usually have a half-story upstairs.



Ewing Galloway

George Washington's home, Mt. Vernon, is a fine example of Southern Colonial architecture.

In this typical New England "Salt Box," John Adams, second president of the United States, was born. The long roof was to shield the house from winter winds.

Ewing Galloway





Ewing Galloway

The symmetrical, brick Georgian Colonial presents an imposing doorway.

The Half-Timbered English house is always asymmetrical. Brick, stone, and stucco are the materials used, as well as dark-stained timbers.

Ewing Galloway





Ewing Galloway

Thick clay walls and a clay tile roof mark the Spanish Mission type of architecture.

Characteristic of American Modern are large windows and a design that follows the contour of the land.

United States Plywood Corporation



and small windows to keep out the heat. The Spaniards introduced gay pastel colors and iron balustrades on small balconies and built their clay missions around a patio for outdoor living.

Other architectural styles used in this country are the half-timbered English, the formal French Provincial, the Cape Cod Cottage, and, of course, Modern—both American and International. The American Modern house is built with large picture windows and an overhanging roof. It makes use of new materials such as aluminum, plywood, and glass brick. A window or door on one side is not necessarily balanced by a window or door on the other side. This arrangement, which makes no attempt to balance architectural features, is called asymmetrical. All these styles have many variations, and some houses have no identifiable style.

THE LAYOUT OF ROOMS

In most houses the architectural style determines the layout of rooms. In American Modern, however, the house is planned from the inside out and takes its shape from the rooms inside. It is well to keep this in mind when you plan to build. For instance, if you like a center hall with rooms grouped on each side of it, you may consider a Georgian Colonial style. A preference for rooms grouped around an inner court or patio would suggest a Spanish type home.

Stock plans can be obtained from magazines that deal with home living and in books written by architects and building engineers. Refer to the Bibliography on pages 301–304. Learn to walk through a house on paper, checking details that are important for your way of living. You will have to consider the placement of furniture and equipment, as you do this. Check provision for these activities:

- Rest and relaxation

- Quiet activities such as study and letter writing

- Dining informally as well as somewhat more formally

- Recreation, individual and group

- Simplified housekeeping.

It is equally important to analyze the relationship between areas in a house. Can the homemaker keep her eye on the children while she works in the kitchen? Is the dining space near the kitchen? the laundry near the drying space? bedrooms near the bath? clothes closets near dressing areas? and storage spaces near the places where materials are to be used?

Many ingenious ways of creating a feeling of spaciousness in small quarters have been developed in recent years. Some walls are being replaced by sliding walls, semi-partitions, and curtains to divide spaces. Dining areas are frequently a part of the living room. By using an ell, the architect can plan a dining space that opens on both living room and kitchen without the kitchen's being visible from the living room. Where separate rooms are provided for dining, they often double as the library, children's playroom, or hobby room.



Bill Hedrich, Hedrich-Blessing

A studio bedroom adds another living room to a home, especially important when there are teen-agers who entertain frequently.

Well planned built-in storage spaces or storage walls make this possible without spoiling the beauty of the room.

Bedrooms, by use of sofa-beds or studio couches, become sitting rooms or studies by day. The same kind of arrangement in the living room or dining room, if a bath is nearby, makes a separate guest room unnecessary.

Laundry rooms as extensions of the kitchen sometimes also serve as play rooms for children. If they are on the ground floor, they can provide easy access to outdoor play space and to clothes lines. Because new compact heating systems can keep homes warm and dry without deep foundations, basements have been eliminated in many houses. Hot water or hot air heating systems and laundry equipment, including dryers, can be fitted into small utility rooms next to the kitchen.

HEATING, AIR CONDITIONING, WIRING, HOT WATER HEATERS

Some houses do not have electricity or running water (see chart, page 58). In such homes, woodburning or oilburning stoves and fireplaces furnish the necessary heat, and keep the temperature fairly comfortable. More and more houses, however, are being equipped with central heating, running water and electricity each year. For those, a variety of possibilities exist.

Radiant heating has become very popular in recent years. It is more practical to install in new houses than in old, because it is necessary to tear up floors in houses already built in order to install it. It uses extensive moderately heated surfaces rather than a few concentrated ones. Entire floors and sometimes walls and ceilings are warmed by hot water flowing through a network of pipes or by hot air forced through hollow tiles embedded under the surface. Because it distributes heat evenly and keeps rooms at a constant temperature, radiant heating is more efficient than the old-fashioned kinds of central heating.

Solar heating is also being utilized now that homes are being built with so much glass. This type of heating depends on the rays of the sun shining through glass to heat the building. To prevent the loss of the heat gained during the day, curtains must be drawn across the glass surfaces at night. Of course, there must be a supplementary heating system for rainy days, but the sun can cut down fuel bills.

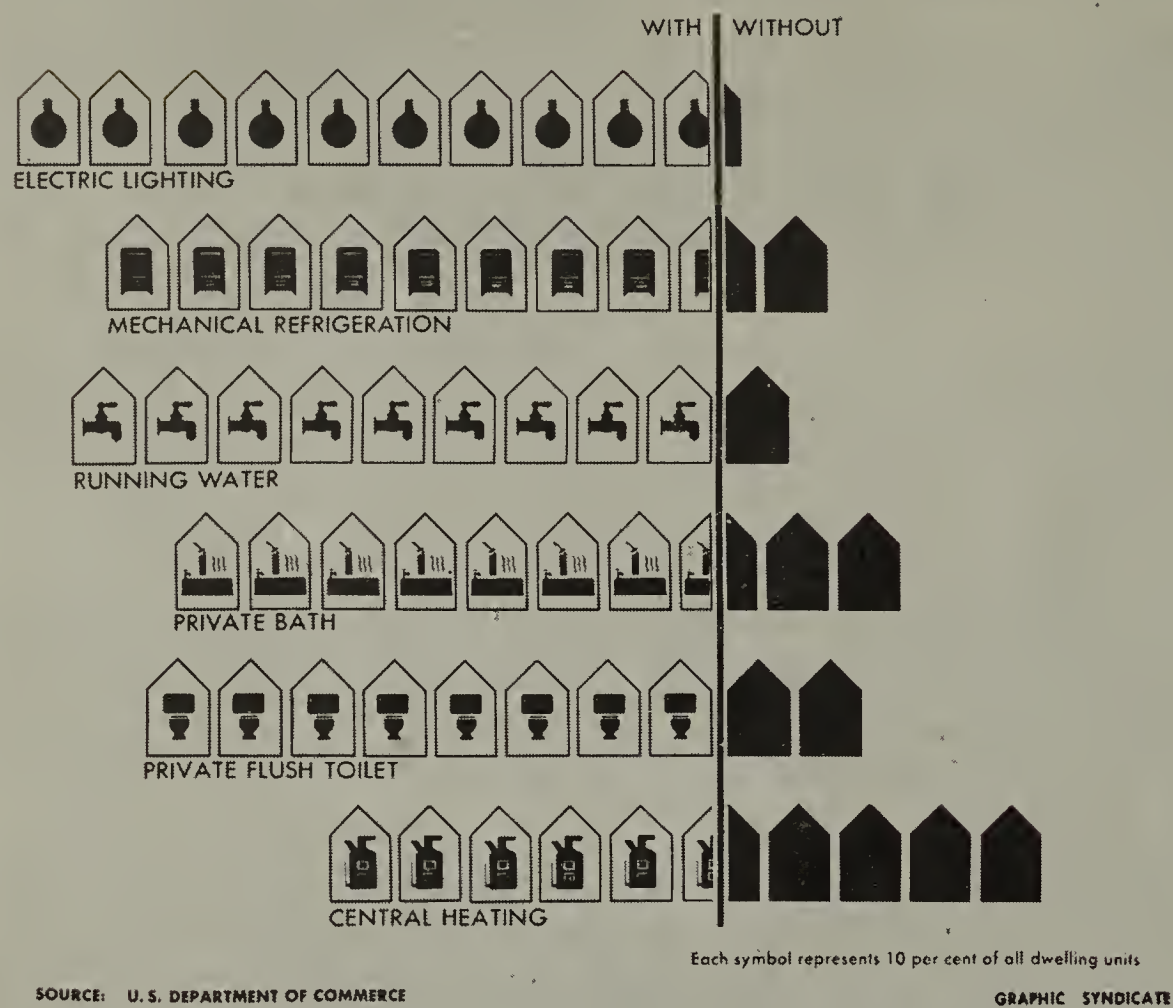
In recent years, much attention has been given to insulation. Heat is lost through the roofs, the walls, and around the windows and doors. Insulating materials, weather stripping, and better construction prevent such loss and lower heating cost. The insulation also keeps heat out in the summer, and

Through curved pipes like these being installed in a ceiling, hot water will flow to provide this new home with radiant heating.

Bundy Tubing Company



EQUIPMENT OF AMERICAN CITY HOMES, 1950



EQUIPMENT OF AMERICAN FARM HOMES, 1950



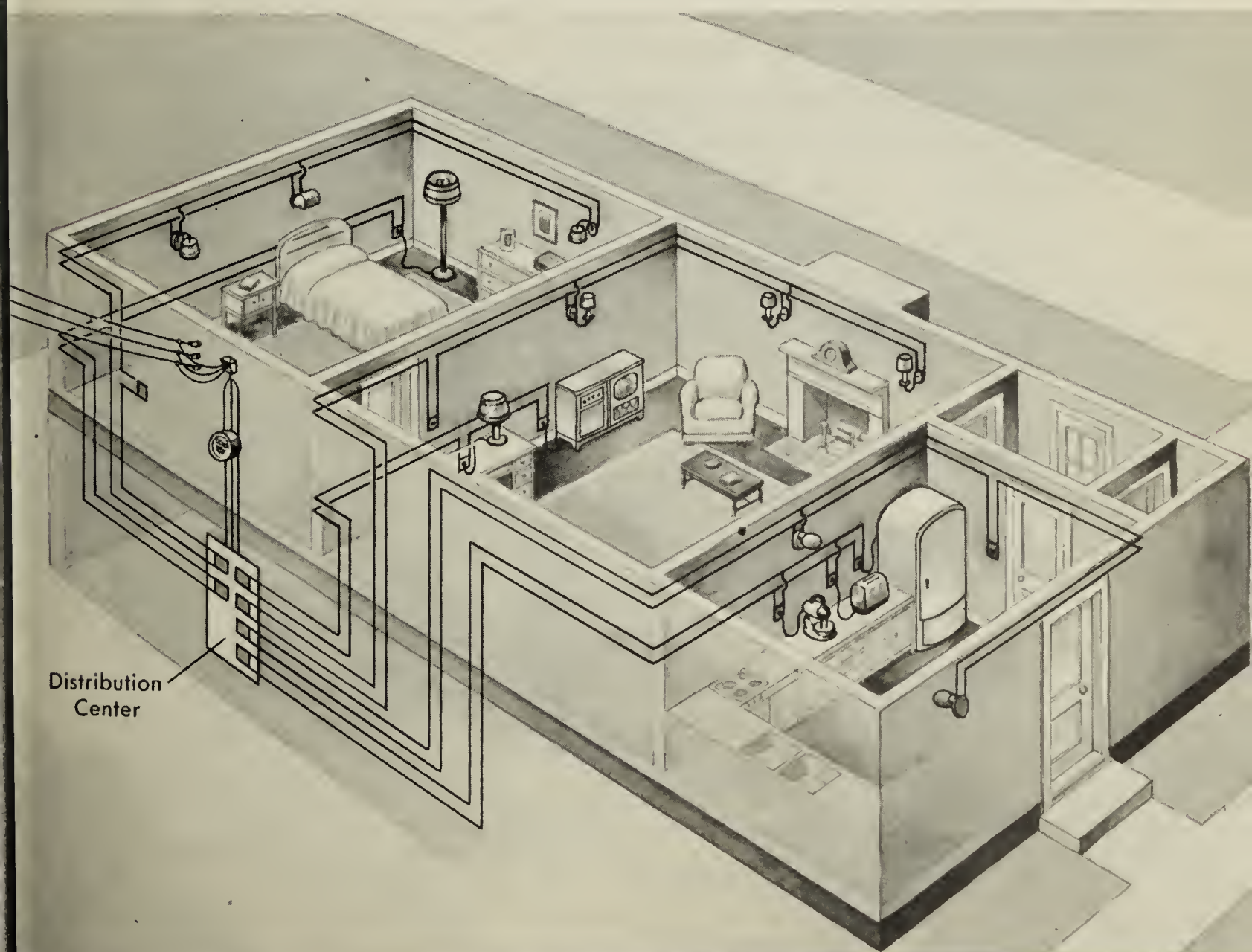
thereby provides a cooler home. Another economy is a clock-controlled thermostat which automatically shuts off the heat when the temperature rises above the point set and also turns the heat off at night and on again in the morning. This prevents loss of heat from overheating, and therefore lowers the cost of heating a house.

In warmer areas, the little heat necessary may be supplied by fireplaces or small heaters. A fireplace, however, though unequalled for cheerfulness, adds considerably to the cost of building a house.

Air conditioning was almost prohibitive in cost several years ago, but recent research has lowered the installation and operating costs considerably. Air conditioning circulates air which is regulated for temperature and humidity. It is usually used to make a place cool in summer, but it can also make it warm in winter. Of course, attic and furnace fans, as well as smaller fans and awnings, are the most frequently used and most economical ways for relieving summer heat.

Wiring makes a difference in the comfort a house affords. If it is adequate, there are outlets every 12 feet around each room. That means that no lamp or other appliance is more than 6 feet from an outlet. This makes it possible to have lamps properly placed to avoid eye-strain, and to avoid extension cords which are not only unsightly, but are also fire hazards. Each room has

From the distribution center outside, wires run to every room in the house, providing outlets at convenient places for lights and other electrical equipment.

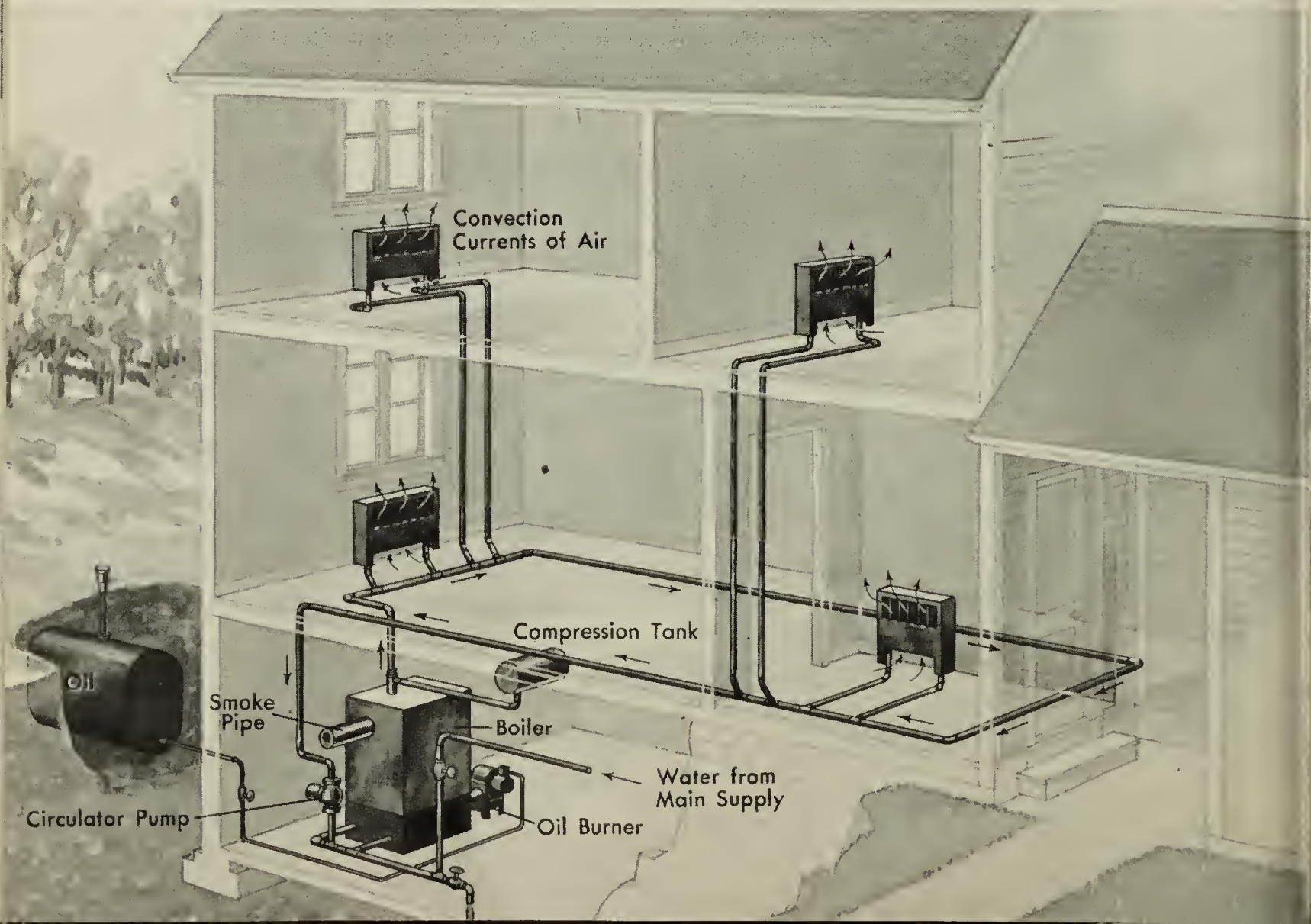




United States Plywood Corporation

A dry, well-built basement can be finished to provide a play room as well as house the heating system. Playing cards stuck to the wall with colored tape are a gay and inexpensive decoration for such a room.

A pump sends hot water from the boiler in the basement through the pipes and into the radiators in this house. Oil is burned to heat the water in this case, but there are similar heating systems that burn coal.



special requirements in addition to a control switch at its entrance. The matter of adequate wiring is of first importance, for eyestrain has far-reaching effects. It causes unconscious frowns, restless behavior, and undermines health more quickly than is generally realized.

The adequacy of the wiring means not only a sufficient number of outlets, but also plenty of power. Dimming of the lights when another appliance is turned on may indicate an overload. Most houses have a circuit that will carry a load of 1375 watts. By adding up the total of all your lamps and appliances you can easily see whether the ordinary circuit is enough for you. Allow leeway for future purchases of electric equipment.

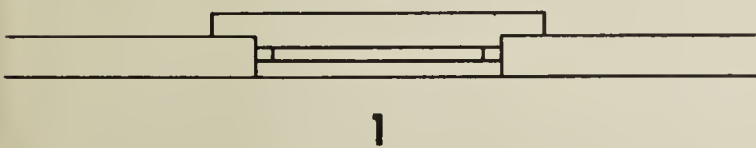
Another pleasure of modern civilization is plenty of hot water on call. In pioneer days water had to be kept hot in huge kettles over a continuously burning fire on the hearthstone. Now three types of hot-water heaters are in general use that produce hot water at the turn of a tap. The least expensive type is non-automatic. This has to be lighted and turned off by hand and the need for hot water has to be anticipated by at least an hour. The automatic heater is a little more expensive and vastly more convenient. A thermostat is set at a certain temperature, usually 150° to 160° F, and the fuel is automatically turned on and shut off as it is needed to retain that temperature. A

SYMBOLS USED ON ARCHITECTURAL DRAWINGS

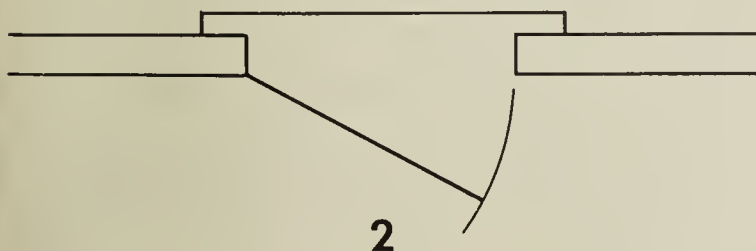
1. Window
2. Door
3. Brick-faced wall

4. Wooden wall (no marks)
5. Concrete
6. Electric wiring

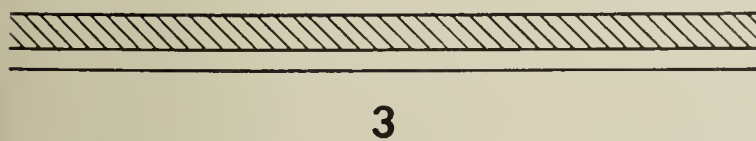
7. Piping
8. Stairway
9. Fireplace



1



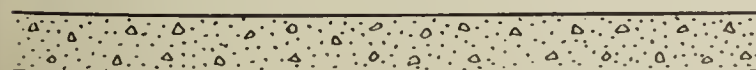
2



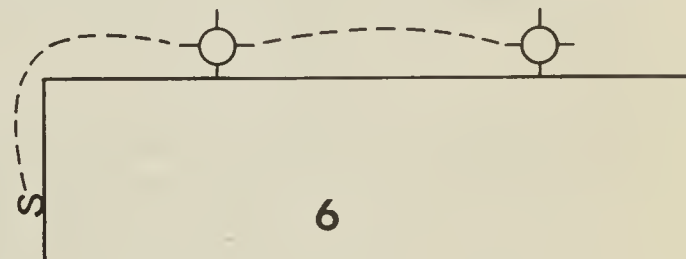
3



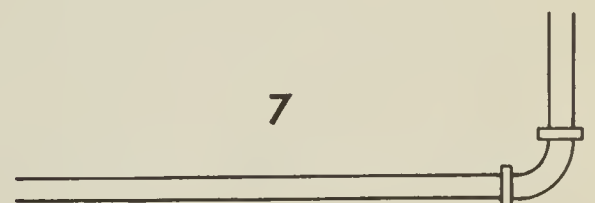
4



5



6



7



8



9

52-gallon-size automatic heater is considered adequate for a "two bedroom-one bath" home, but the next larger size might be preferable and costs almost the same to operate. The instantaneous heater is constructed so that the heating unit is turned on the moment the faucet is opened. Although this is a convenient type, since no storage tank is needed, in its present state of development, it does not operate as efficiently as other types.

MAKING YOUR CHOICE

You would be an unusual person if you could accurately predict now that you would eventually live in a nine-room Georgian Colonial home furnished throughout in Early American reproductions or in a five-room cottage located in the country and furnished very simply. Your choice of a marriage partner and the kind of work you both do will be big factors in your future housing. However, it is not too soon to start finding out what you want. If you really are cut out to live in a ranch-type house, the chances are that you will marry someone who wants that kind of life too. The better you know what you want, the more likely you will be to make wise choices which may lead toward that goal.

Everything connected with housing is expensive. Moving from one place to another takes a sizeable slice of anyone's pay check. Replacing furniture you don't like well enough to live with can wipe out the bank account, and getting rid of the wrong-style house can be financially disastrous. It is certainly wise to do your thinking and choice-making in advance of the time when you start out on your own to find a place to live.

ACTIVITIES

1. **Read** what these two books have to say about housing: *America's Needs and Resources* by J. F. Dewhurst and Associates, New York, The Twentieth Century Fund, 1947; and *Controlling Factors in Economic Development* by A. G. Moulton, Washington, D. C., The Brookings Institute, 1949. Discuss in class the predictions which Dewhurst and Moulton make about housing in the future. Do you believe, in the light of recent developments, that these predictions are right or wrong?
2. **Form committees** to investigate and give reports on:
 - a. zoning and town planning
 - b. slums and slum clearance
 - c. public housing to supplement private housing
3. **Ask your school nurse** to give your class a talk on the amount of light needed for various tasks and on the most healthful temperature to maintain in a house.

CHAPTER 5

YOUR FUTURE HOME— HOW TO FINANCE IT

Once you have examined the possibilities in housing and decided what you want, you are in a position to make realistic plans about getting it, if you know what your income will be. Of course that is a big "if" in your case. Some girls will get jobs and apartments of their own, and be dependent on their own salaries; others will marry and depend on their husband's. A boy may have ideas about the kind of job he wants, and what it pays, but may be surprised when he actually gets into the business world at the difference between his ideas and the reality. In any case, this chapter will be theoretical for you at present, unless you can persuade your parents to inaugurate family councils on their budget.

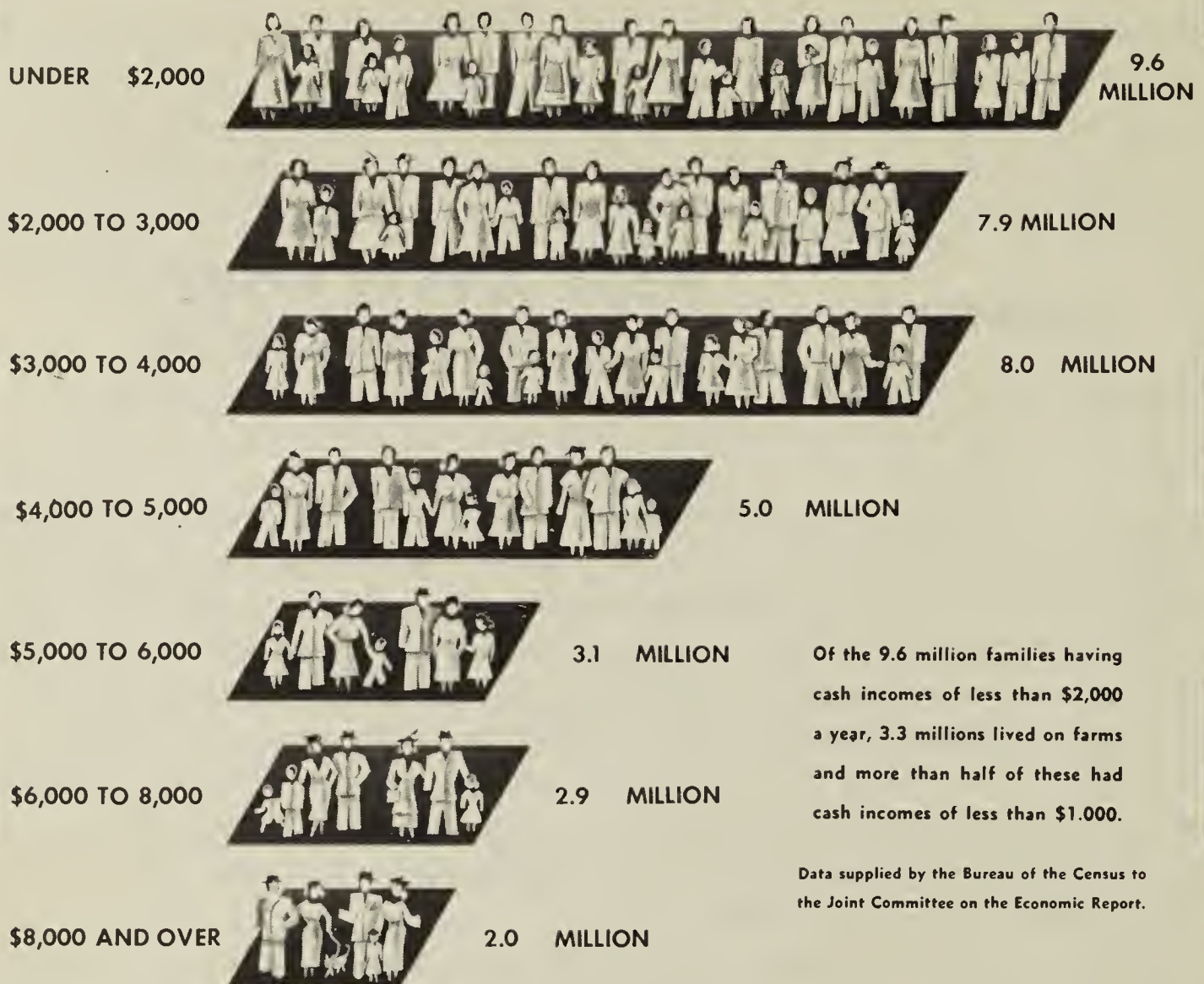
However theoretical this chapter may seem, you will be wise to take it to heart. Houses and their equipment cost money. It is not unusual for a third of the family income to be spent on housing, furnishing, and upkeep. Of course, it is possible to substitute time and skills for some of the money needed. The Jones family, whom you have met, substituted their own time and skill for money by building closets, painting, and hanging paper in their new home. They also planted a vegetable garden to lower their food costs, and used the money saved that way on converting the parents' bedroom into a studio-bedroom. Mrs. Lee made curtains and bedspreads for their new house and thus her family enjoyed new ones sooner than they would have if they had had to buy ready-made ones.

It is quite possible to combine a hobby with redecorating and furnishing a house—any kind of carpentry, making ceramic lamps, sewing curtains and bedspreads, reupholstering furniture, making rag rugs. All these things may bring pleasure in their creation as well as in their use, and knit a family closer together in the process.

Nevertheless, you cannot do everything yourself. Since you have to buy materials for the things you do, it is important to make a study of income and how to get the most out of it. The median family income in this country in 1949 was \$3,420. On page 64 are shown other incomes and what proportion of the population get them. We shall base our discussion on the median and lower income levels since they are in the majority, and since there are few young people who don't start at the bottom.

AMERICAN FAMILIES BY INCOME GROUPS

YEARLY INCOME



GRAPHIC SYNDICATE

BUDGETING

Very few incomes seem large enough to cover all that the family wants. Most families have to learn to give up things they would like in order to get other things that are of greater importance to them. As we saw in Chapter 3, the Lees wanted to build their own home; yet they gave that idea up because they could get the living space they needed for the money they had available only by buying an old house. If they had not planned years before to own their own home and systematically saved for it, if they had not lived by a carefully worked out budget, there would have been nothing left from Mr. Lee's salary at the end of each month to put away toward their home.

Budgeting does not mean, as some people think, planning to accumulate money by cutting out pleasures. Instead it means careful planning to determine what a family wants most and to help them spend their money for these things rather than for things that bring them little satisfaction.

Living by a budget has these advantages:

1. It aids people to live within their income.
2. It necessitates keeping records which, on analysis, reveal errors in spending. This is especially important to young people and to those inexperienced in business procedures.

3. It helps keep people aware of past, present, and future needs.

The few disadvantages, which can be eliminated with good management, are these:

1. Detailed records become burdensome. However, simplified forms are available or can be devised.
2. Inflexible application may cause misunderstandings among family members. It is important that all members of the family share in making decisions about the use of money and that each feels that his needs have been given fair consideration. Better cooperation is likely if the whole family understands the total plan.

After you and your family have decided to live on a budget, the first step is to keep records. Write down everything you spend for two or three months. Then you will have a basis on which to work. There is no substitute for having the facts down in black and white.

Now you can work out a tentative budget. Budget books with neat columns are on sale at stationers and five-and-tens, and are given away by banks and insurance companies. Although these ready-made budgets may not fit your family, they are worth studying because they show how expenditures are grouped, and they remind you of items you may forget. With such guides you will be able to work out your own form.

Budgeting is planned spending.

Consumer Education Department, Household Finance Corporation



The headings included in most standard budgets are these:

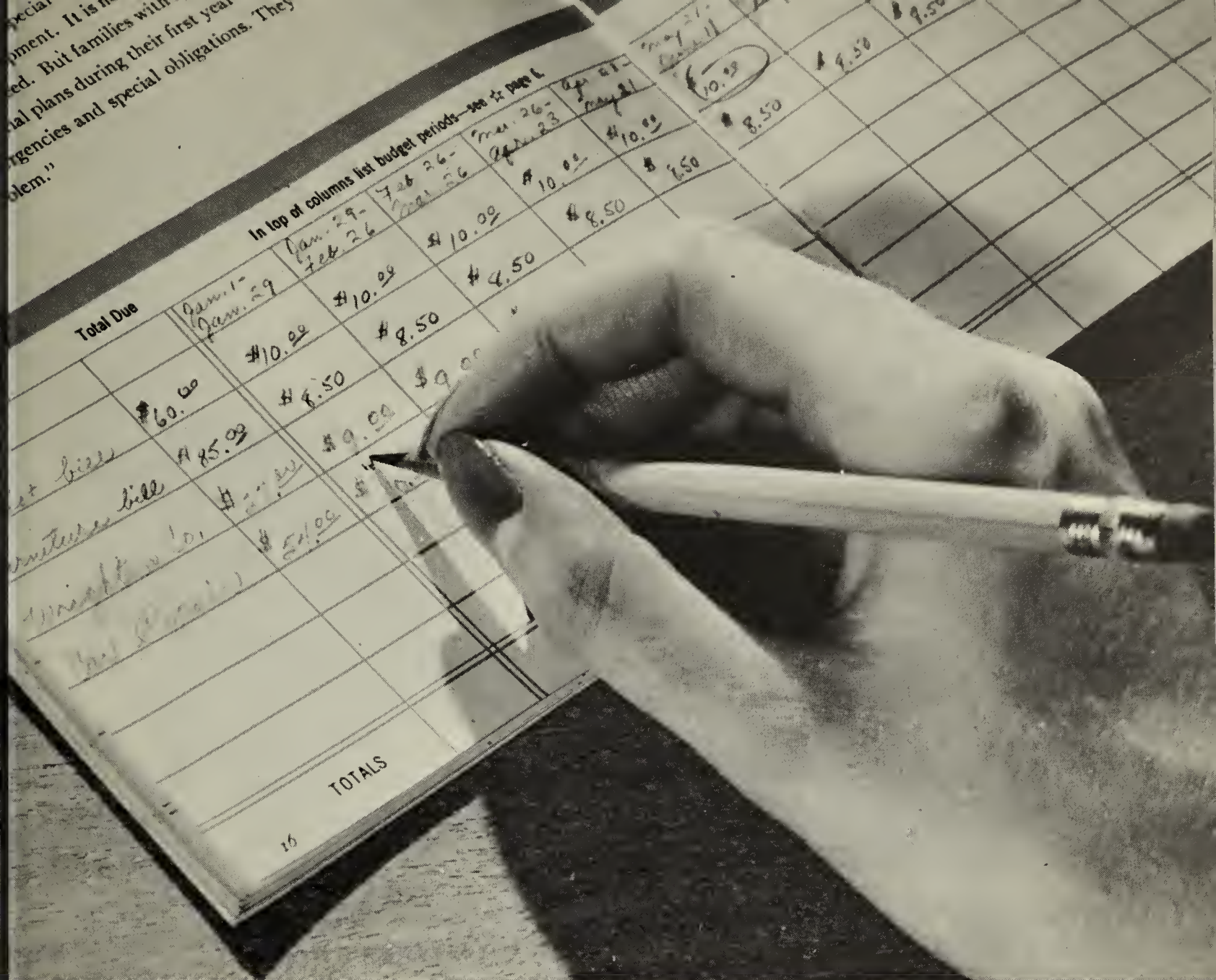
Shelter	Books, Newspapers, and Education
Food	Health
Clothing	Recreation
Home Furnishings	Gifts
Maintenance	Charity
Laundry	Savings
Telephone	Insurance
Transportation	Taxes

You may consolidate some of these headings, and you may need to add others. Some families like to keep a detailed budget on the theory that it helps them to forecast expenditures accurately and to locate spending "leaks." Others find it simpler to group expenditures under a few broad classifications. Whichever you do, you will find that there are two types of expenditures: fixed (for example, rent, telephone, health plan) and variable or seasonal (fuel, clothing, recreation, vacation). Because of the variable expenses, budgets are generally planned by the year rather than for shorter periods of time. However, once planned by the year, budgets are broken down into shorter periods of time, such as the week or the month. Then a family can tell quickly and easily whether or not they are living within their budget.

Ideally, budgeting is a family affair.

Consumer Education Department, Household Finance Corporation





Consumer Education Department, Household Finance Corporation

Writing things down is the first step.

Make out your own list of headings and estimate the amount you will need to spend in each category during a year. The fixed expenditures will be easy, but you may need some experience before you can be accurate about the variables. Once you know your income, you can balance it against the total of your estimates. If you find that your rock-bottom estimate of expenses exceeds your income, you will have to do some cutting. Every one, except a fortunate few, has faced this problem. Here are some suggestions for cutting each item:

SHELTER

Do not spend over 25 per cent of your income on rent, including utilities. Study your community to determine whether renting, building, or remodeling is the best use of housing money. If you own a large house, consider renting a room to someone or remodeling a portion of it into an apartment to rent out.

FOOD

Study nutrition. Take advantage of less expensive foods and of week-end specials. Grow some food if possible. Learn to buy quantities appropriate for your family, and avoid waste in handling, serving, and storing.



Consumer Education Department, Household Finance Corporation

Buying in quantity can mean a saving in time and money—but it is not wise unless you have adequate storage space and do not need the money for other essentials. Quantity buying may also lead to waste.

CLOTHING

Know your needs, and be informed about what the market offers. Use good materials, styles, and colors. Watch for end-of-season sales. Read labels and learn to judge clothing values. Consider maintenance costs, such as cleaning and laundering, when buying garments. Remove street clothing before beginning housework. Brush, air, and press clothing as needed; keep in dust-proof places. Develop cleaning, construction, and remodeling skills.

HOME FURNISHINGS

Wait for white sales to replenish stock of sheets and towels. Consider renting a sewing machine to make your own curtains and slip covers.

MAINTENANCE

Turn off lights that are not being used. Conserve fuel by installing insulation and using a thermostat. Regulate temperature according to the activities of the family. Repair leaky faucets as soon as possible. Avoid marring walls and sills with unnecessary nails and hooks. Some equipment, such as a sewing machine, washing machine, or refrigerator, can pay for itself in the long run if effectively used.

LAUNDRY

Compare the difference in costs of sending clothes to a commercial laundry, taking them to a launderette, and washing them at home. Select the service that is best for your family. Become expert on jobs you now pay for, such as ironing men's shirts and shampooing rugs and upholstered furniture.

TELEPHONE

Write instead of making long distance calls whenever possible. A party line is cheaper than a private line.

TRANSPORTATION

Estimate the cost of a car, including oil, gas, repair, garage, taxes, insurance, and license. Using street cars, buses, and trains may be cheaper than owning a car. Walking is good for you. If you do own a car, keep costs down by driving at a sensible speed.

Consider upkeep when you buy. The initial price may be the same for two blouses, one that must be dry-cleaned, the other washed. Upkeep costs on the washable one will be low. The dry-cleanable blouse will continue to be an expense. Money, time, and laundering are all considerations. Decide what is important to you.

Consumer Education Department, Household Finance Corporation



BOOKS, NEWSPAPERS, AND EDUCATION

Use the public library, which lends books free and has a bigger selection than any commercial lending library. Do not renew your subscription to any magazine you no longer read. Exchange books and magazines with friends.

HEALTH

Membership in a group health plan may not be cheaper in the long run than taking your chances, but it will insure you against being overwhelmed suddenly or at a bad time with medical bills.

RECREATION

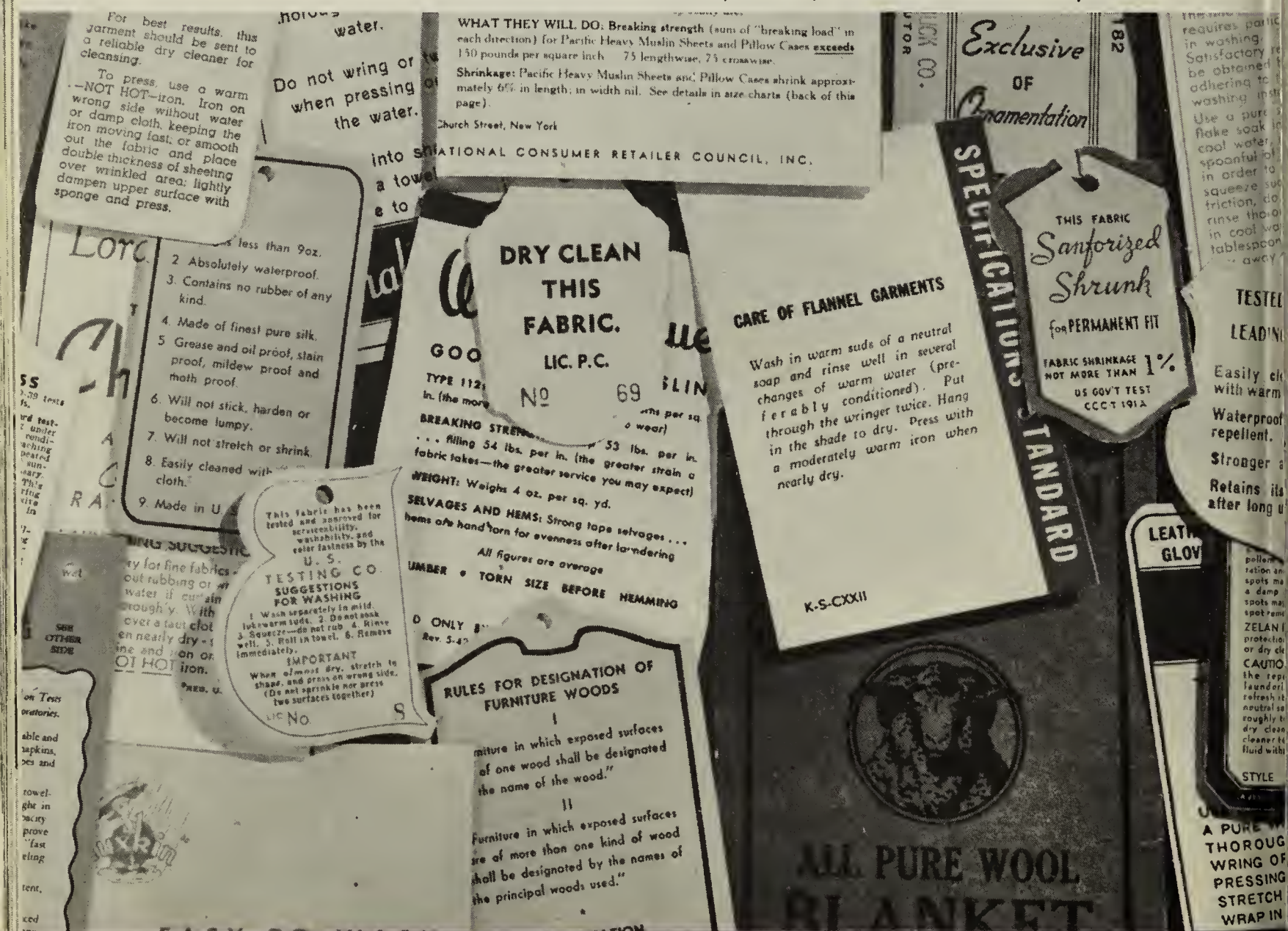
Entertain at home. Picnics in the back yard and "dessert parties" are an inexpensive kind of fun. Investigate church groups and community organizations, such as amateur theatrical groups.

GIFTS

A card or note can often substitute for a gift. A well-selected small present, or one that you have made, will be more meaningful than a costly, hurriedly selected one. Services such as baby sitting, helping friends to prepare for a party, to alter a dress, or to upholster a chair may be more appreciated than anything you could buy.

Make a practice of reading labels and following their advice for maintenance.

Consumer Education Department, Household Finance Corporation





Consumer Education Department, Household Finance Corporation

A friendly shopper is likely to mean a friendly salesperson who will go out of her way to be helpful.

CHARITY

Make sure the money you give away is used for a worth-while purpose. Know something about the organizations you support. This will not help to cut your expense for that item, but it will keep your money from being wasted.

SAVING

Put your savings to work earning interest. Savings banks pay a small interest; government bonds are always a sound investment.

INSURANCE

Investigate different kinds of life insurance policies to see which give the best coverage for the least money. If you are saving separately, you may want "term" insurance, that is, insurance for a stipulated number of years which pays the face value of the policy if the insured person dies during the term, but pays nothing if the insured person dies after the term expires. For young people, this is a cheap way to get maximum



Consumer Education Department, Household Finance Corporation

The budget must be flexible enough to cover unexpected expenses.

protection during the years the family needs it most. Your personal savings will give you some security at the expiration of the term, which should coincide with the peak earning period. Other insurance is a combination of insurance and saving. This type may be desirable for families who do not save in other ways.

Mortgage holders generally require that you carry fire insurance on a house you are buying. It's a good idea to have your home covered by it anyway even if it isn't required. Be sure that any firm from which you buy insurance has a reputation for reliability.

TAXES

Learn what is taxable and what is not. Take your questions to the local government tax agents. Pay your taxes promptly to avoid a fine for being late.

Eventually you will get your budget worked out so that it fits your income; then all you have to do is live by it. If it is well worked out, that should not be too difficult. One pitfall that sometimes traps would-be budgeters is a too rigid budget. There will always be unexpected expenses, and the budget must be flexible enough to allow for them. Excess expenditures in one category can only be offset by more rigid economies in another. An unexpected large car repair bill will require cutting down somewhere else. If you can just get by on your budget under ideal conditions, you will not be able to live by it,

because it will not allow enough slack so that you can cut one category to offset an excess expenditure in another.

After a few months of writing down everything you spend, you will probably be well-trained enough to record only the totals. The person responsible for expenditures in a particular category can be given the lump sum in cash, and need not record anything except the total spent. No matter how well set up, a budget needs periodic review and adjustment to make sure it is in proper working order. This will take less and less time as you become expert in estimating and spending.

In general here are the principles to guide you in making your money go as far as possible:

1. Be sure you know what you want and how much it is worth to you. If you really need a coat for school, do not, on the spur of the moment, buy a too-dressy one. It would be nice to have your own jalopy, but what would you give up to keep it in gas?
2. Learn as much as you can about the article you are planning to buy. Get expert advice. Consumers' Research, Inc., and Consumers Union test goods and issue monthly bulletins (on sale at newsstands or by subscription) and a yearly indexed cumulative report. Salespeople too can often be helpful in giving you information about the article in question. Always read labels carefully and compare the prices and quality of the article in several different stores before you purchase it.
3. Try to time your purchase with a sale. January is the month of white sales (linens), August of furniture sales, and July of shoe sales. Then there are end of season sales and special sales due to overstocking, moving, special purchases, and so forth.
4. If "time is money," you can certainly ease the budget by watching advertisements and using the telephone to save legwork. As you begin to know the stores in your locale better, you will be more efficient about going to the right place directly.

SERVICES OF BANKS

An important part of financial management in the modern world is the use of banking services: checking accounts, savings accounts, safety deposit boxes, and loans. Check stubs, showing the dates and amounts of deposits and withdrawals, serve as records of expenditures. The bank prepares a monthly statement of each customer's previous balance, deposits, withdrawals, and balance at the end of the month. Along with this statement, the banks return to the customer all cancelled checks. Each customer is expected to check his own bookkeeping against that of the bank and notify the bank immediately if it has made an error.

Savings banks pay a low rate of interest, but there is no danger of losing the principal deposited in them. Accredited savings banks are insured against loss by the federal government to the extent of \$10,000 on each account.

Most families go through at least one period when they need to borrow money for buying or remodeling a home, medical expenses, education, or business opportunities. Banks are the best place to borrow. They can give advice about the wisdom of the proposed expenditure and about budgeting to repay the loan. Financial corporations, besides charging much higher rates of interest, cannot give that kind of advice. Neither can friends, and when you borrow from a friend or relative there are chances for some unpleasantness to arise. It is wise to keep any borrowing on a businesslike basis.

Those people who manage their checking accounts in a businesslike way are usually considered good risks when they apply for a loan. People who are careless about filling in the stub and knowing their current balance are often the ones who have difficulty living within their budget. This indicates poor financial management.

THE USE OF CREDIT

When families want something that they do not have money to pay for, they are tempted by the installment plan—a way of getting the refrigerator,

Bills should be checked over and paid once a month.

H. Armstrong Roberts and Institute of Life Insurance





Consumer Education Department, Household Finance Corporation

This family has a party after its monthly budget-checking session.

television set, or whatever it is, by mortgaging future income for it. Some people claim that this gives them a strong incentive to save to meet the payments as they come due, and also that they like the service they get from the installment-plan companies if repairs are needed. Sometimes equipment such as a washing or sewing machine will have saved the family more than the amount it cost by the time it is fully paid for. However, because of the carrying charges, when bought this way goods cost more than when they are bought for cash. And if you cannot keep up the payments, you will lose the equipment and everything you have paid as well as your good credit rating. If you do not want to use the installment plan, do not shop at stores that offer it, since their prices are marked up to cover this credit service.

Charge accounts are another instance of the use of credit, although their purpose is different. They are for convenience rather than for spacing out payments. The charge account customer can order by telephone, and need not be on hand to receive and pay for the article when it is delivered, as he must do for C.O.D. deliveries. He gets special courtesies from the store such as advance notice of sales and the privilege of returning goods. Once a month

the store sends out an itemized bill, which is useful when you go over your budget around the first of the month. However, the charge account may tempt inexperienced shoppers to buy impulsively because they know they need not pay for their purchases on the spot. And the system does increase the price of the merchandise that a store carries—a thing to keep in mind if your budget is tight. A store that carries charge accounts offers convenience, but not the lowest prices.

Although it may be years before you become a full-fledged home manager, you can get practice in budgeting your allowance and the money you earn. Perhaps you will want to work out a plan to redecorate your own room, to take a camping trip or buy a special camera. A good budget will help you to get not only what you need, but also the “extras” that can make life pleasant.

ACTIVITIES

1. **Discuss** the degree of realism used by the Joneses and the Lees in relating their goals to their resources. Think of families you know or have read about who have been less realistic. Draw conclusions about selecting housing for a particular family.
2. **Form committees** to get information on the different categories of a budget. Make up a bulletin board with the pamphlets and clippings collected by the committees. Use this information for the exercise below.
3. **Draw up** an annual budget for a young couple getting married this year. Give them a realistic income and find them a home (either one that you know is for rent or one that you find in the classified ads). Use the categories on page 66 to work out their budget.
4. **Investigate** forms of health and accident insurance that families with moderate incomes can afford to carry.

CHAPTER 6

FURNISHING YOUR HOME

In these days of frequent moves from one house or apartment to another, each family must make its own impression on a place to give it the atmosphere of a home. We no longer live with the furniture Grandfather owned, arranged just as Grandmother planned it. We have to put our talents to work on each new home to give ourselves a feeling of belonging.

Sometimes families turn over their decorating problems to interior decorators. These professionals may get excellent results, but often they are too busy to find out about the personality of the individual family. As a result, the rooms they create are impersonal, like the rooms in magazine advertisements, giving no clue to the kind of people who live in them—or even that people *do* live in them.

A home is not, or should not be, for display. It is for the comfort and pleasure of the people who live there, and everything about it should indicate that. Don't deny yourself floor lamps because some decorator tells you, "Floor lamps aren't being used." Don't omit bookshelves because someone says they take up valuable wall space. You may have to consider the neighbors in planning the exterior of your house, but the members of your family are the ones to please with the interior.

STYLES OF FURNITURE

Many young couples start furnishing their homes by raiding their parents' attics for discarded beds and dressers and chairs. Unless they adopt the style of these pieces, their rooms will contain mixed styles from the first. This is all to the good, actually. Furniture which matches in every detail—obviously purchased at one time—is often dull and uninteresting, giving a "set" appearance to a room. Pieces acquired one by one, because they fulfill a family's need for comfort or beauty, give character and individuality to a room. This kind of careful selection need not prevent anyone from sticking to furniture of a certain historical period or a particular designer. Each period and each designer have distinguishing characteristics. Some different ones can be combined to make a colorful and charming background for family living; others, because of differences in degree of formality, may not be mixed without creating a "busy" effect. A knowledge of individual styles will enable a family to choose harmonious groupings to fit its needs.

Early American. Since the colonists in early America often made their own furniture, it was simple and sometimes crude. Using the wood easily available to them, such as cherry, oak, maple, walnut, pine, they built useful pieces they needed in their everyday life. Typical pieces are the butterfly table, the corner cupboard, the cobbler's bench, and the Windsor chair. Depending on simple lines and grain of wood for its beauty, Early American furniture is informal and gay. Reproductions of this style are probably the least expensive kind of furniture, and the accessories that go with them are correspondingly reasonable in price.

Traditional. The eighteenth century was the golden age of furniture-making in England. It produced four great designers, Thomas Chippendale, George Hepplewhite, Thomas Sheraton, and Robert Adam. (See pictures, pages 80–81.) Their creations, called Traditional style, have been copied and adapted ever since. Working mainly in dark mahogany, they embellished their furniture with intricate carving or painted or inlaid designs. The furniture of the latter three designers, having a light gracefulness in common, can always be mixed. Some of Chippendale's work also blends with the others, but some of it, notably the pieces reflecting a Chinese influence, is too heavy to harmonize with theirs.

Traditional furniture is more formal than either Early American or Modern. That is an important reason for choosing it or rejecting it, depending on what kind of person you are. Many people choose Traditional because they feel it will not go out of style as Modern might. It is undoubtedly more harmonious with an eighteenth-century style house. To some people, it seems more "homelike" because it is what they are used to. People who are not sure of their own judgment feel safer with Traditional—and they are safer with authentic reproductions. Another very practical advantage of Traditional furniture is that stores usually carry a wide selection of it, even in small towns where other styles are not stocked.

Duncan Phyfe. Duncan Phyfe was America's first great furniture craftsman. He was really an adaptor, rather than an innovator, following the patterns set down by Adam and Sheraton. His best work is well proportioned, with graceful curves and well placed ornament. (See pictures, page 82.) Responding to the self-conscious nationalism of the Federalist period, he frequently used an eagle as a decorative motif. The classical lyre was another motif he often used—and the legs of his pieces were generally finished in bronze claws. Later, when he was influenced by the French Empire style, his work became heavy and ponderous.

Modern. Modern, or contemporary, furniture is growing in popularity. Although it varies in design, it is always stripped of ornamentation, appealing to the eye through its form and use of natural materials rather than through unnecessary ornamentation. It combines wood in natural finish with rough-textured fabrics in plain colors or bold geometric designs. Emphasis is on simplicity and comfort; many chairs, for example, are designed to follow the

(Text continued on page 88)



Art Institute of Chicago, Thorne Miniature

Early American settlers had to be practical, as is reflected in the stiff settle by the fireplace in the room above. The high back, extending to the floor, kept out draughts in cold rooms. Later the more graceful Windsor chairs, shown in the room below, came into use. Close-ups show variations of the Windsor.



Metropolitan Museum of Art
WINDSOR

Art Institute of Chicago, Thorne Miniature





Art Institute of Chicago, Thorne Miniature



HEPPLEWHITE

There are several variations of the shield or heart-shaped backs of Hepplewhite chairs (see room above and close-up at left). Sheraton also varies the carving design on the rectangular chair backs. Both styles have tapered fluted legs, sometimes square, sometimes round. Both these Traditional designs fit into formal rooms.



SHERATON

Chairs from Mahogany Association, Inc.





Art Institute of Chicago, Thorne Miniature



CHIPPENDALE

American Chippendale chairs reflect the formality of the eighteenth century home. Chair backs show the Chinese influence in their intricate carvings, and legs are tapering, as in close-up at left, or cabriolet ending with ball and claw, as in room above. Adams often gilded the festoons and other decorations on his furniture (see room below); urns and rosettes are typical Adams designs (see close-up at right).

Chairs from Mahogany Association, Inc.



ADAMS





Art Institute of Chicago, Thorne Miniature



DUNCAN PHYFE

Duncan Phyfe, early American designer, adapted many features of English designers in his furniture. Distinctive of his decorative motifs are the lyre on chair backs and tables, the delicately curving arms and legs with fine fluting. Legs are sometimes metal-tipped, as in room below, sometimes plain (see close-up).

Chair from Mahogany Association, Inc.

Art Institute of Chicago, Thorne Miniature





United States Plywood Corporation and Hedrich-Blessing



Modern designers have eliminated dust-catching carving and curves in favor of straight lines and functional shapes. They emphasize beauty of wood graining by use of unornamented surfaces, and depend on texture of wood and fabrics for variety and interest. This light, strong furniture has been made possible by development of new materials and processes.



Widdicombe Furniture Company
WIDDICOMB

Herman Miller Furniture Company
EAMES

United States Plywood Corporation and Hedrich-Blessing



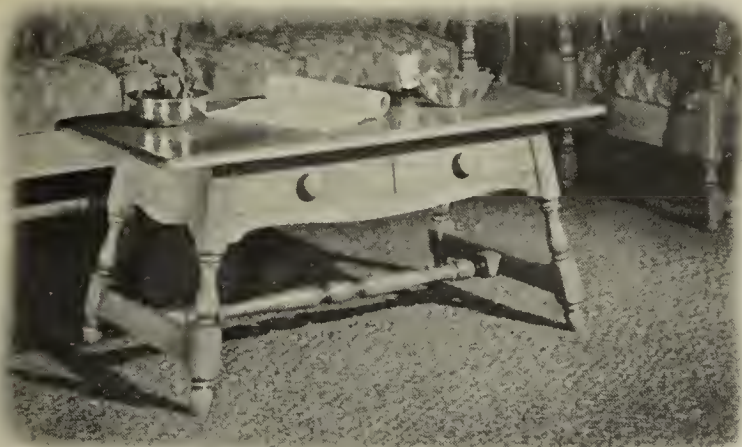


CHAIRS

Heywood-Wakefield Company, W. & J. Sloane, Heywood-Wakefield Company, W. & J. Sloane, Heywood-Wakefield Company, Heywood-Wakefield Company and Hedrich-Blessing

Chairs available in today's stores follow Traditional designs. Top left, Colonial Windsor; top right, Chippendale; above left, Louis XVI; above left, Colonial ladder-back; below left, Modern; below right, Colonial wing.





TABLES

*Heywood-Wakefield Company, F. M. Demarest, N. Y., W. & J. Sloane, Pascoe, Inc.,
W. & J. Sloane, Heywood-Wakefield Company and Hedrich-Blessing*

Useful tables in good design are available at all price levels. Top left, Early American coffee table; top right, Modern coffee table walnut grained Formica top; above left, Traditional nest of tables; above right, Traditional drum table; below left, Pembroke drop-leaf table; below right, Early American drop-leaf table.





SOFAS

Heywood-Wakefield Company, Gimbels, W. & J. Sloane, F. M. Demarest, N. Y., Gimbels

Today's sofas use varied designs at reasonable prices. Top left, Modern bamboo; top right, Modern loveseat; above, Duncan Phyfe; below left, Traditional camel-back; below right, French.





DESKS

F. M. Demarest, N. Y., Pascoe, Inc., Heywood-Wakefield Company and Hedrich-Blessing, F. M. Demarest, N. Y., Heywood-Wakefield Company

Modern variations of historical designs are available in stores at all price ranges. Top, Breakfront; above left, Modern, ebonized steel base, Formica top; above right, Queen Anne oval-shaped; below left, Modern; below right, Colonial.



contours of the body. Charles Eames, Edward Wormley, and T. H. Robsjohn-Gibbings are some of the most famous Modern designers. Swedish Modern follows closely the eighteenth century designs, leaving out ornamentation and dark stain.

There are several good practical reasons for choosing Modern. The small scale on which it is built fits the newer apartments well, and that, plus its simple, uncluttered lines, makes rooms look larger than they really are. Dust and scratches do not show on light wood as they do on dark, and the absence of carving and other ornamentation makes dusting and waxing easier. Another good reason for its popularity is that there are many attractive storage units available in Modern design. Often these units fit together in various ways so that they are adaptable to different rooms or can be stacked together to form a storage wall. In small quarters, this can be quite an advantage.

CONSTRUCTION OF FURNITURE

When you have chosen a style, you are well on your way to the house beautiful, but at the furniture store you will have to consider some additional things. You will find that some furniture is made from solid wood and some is veneered. Both types have their advantages. Solid wood can be carved for decoration and can be refinished by planing or sanding. Well-made veneered furniture, on the other hand, is stronger because it is glued to plywood, which may be three, five, or seven layers of wood put together under pressure. It will not warp and is less likely than solid wood to shrink or swell. By using beautifully grained veneer on a base of cheaper but sturdy wood, manufacturers can offer handsome furniture at more moderate prices than would be possible otherwise.

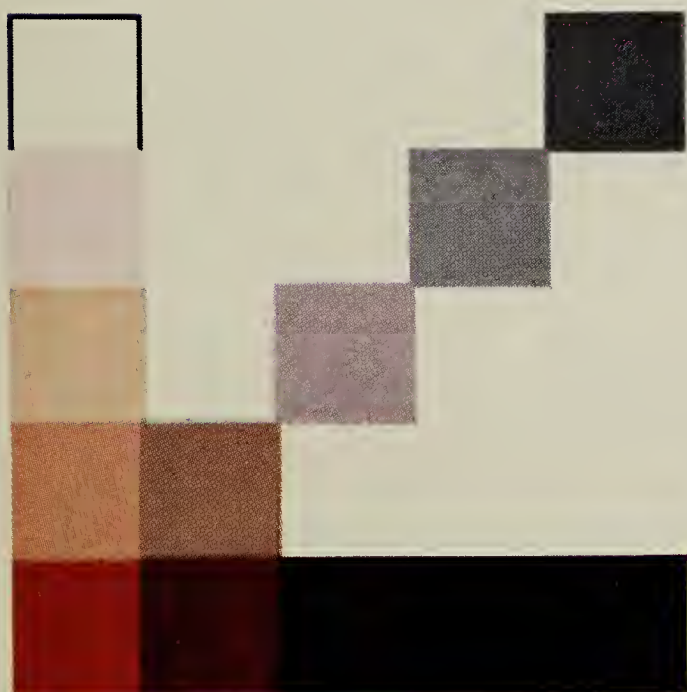
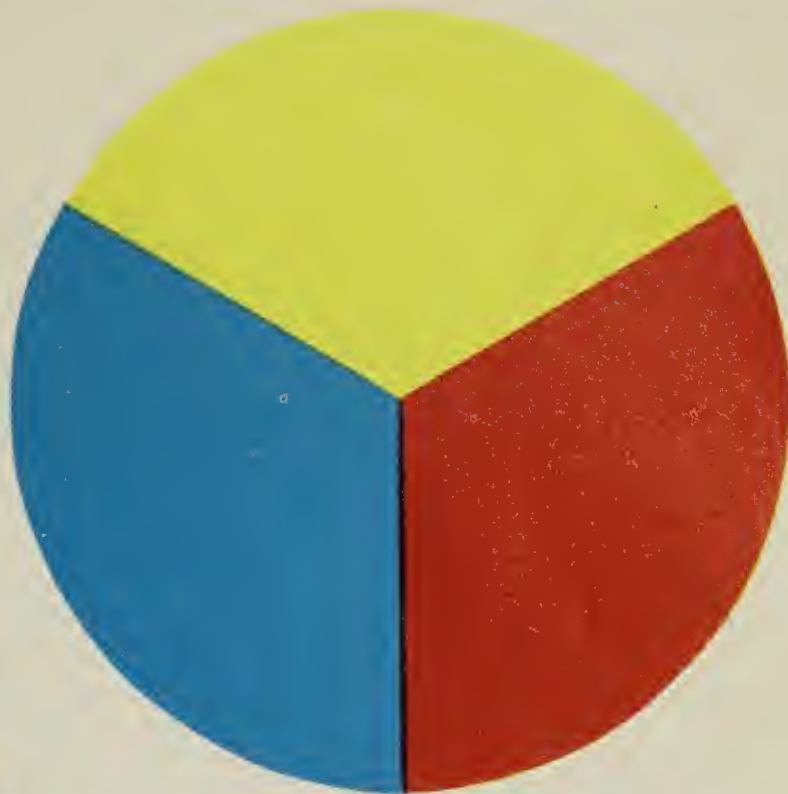
Solid or veneer, make sure that the furniture you are considering is sturdy. You must know enough about furniture construction to ask questions about the kinds of joints used in the construction of the piece, the number of springs in an upholstered chair, the type of webbing and springs. Some stores have factory samples on display, showing how furniture looks in cross section.



Drexel Furniture Company
**Perfectly matched veneer is cut
from one piece of wood.**

Red, blue, and yellow are the three primary colors or hues. →

Mix equal parts of two primaries, starting with red and blue, to get the secondary colors, violet, green, and orange. ↓



The intermediates are composed of adjoining primary and secondary colors. The complement of each color lies directly opposite it on the wheel. At left, the horizontal and vertical blocks are tints and shades of the hue, red, made by adding white or black. The diagonal blocks are intensities of red made by adding gray.

Mademoiselle Magazine



Cron from Monkmeyer

A growing family needs space for outdoor living—an important point to keep in mind when buying or renting. The yard and neighborhood are as important as the house itself.

Hibbs from Monkmeyer

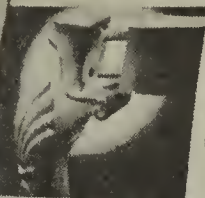




FURNITURE

SELECTING FOR WORKMANSHIP

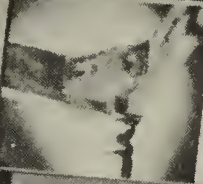
JOININGS



DOWEL... wooden pin to fit into holes of pieces to be joined. Round dowels with spiral grooves most satisfactory. Double dowels increase resistance to strain.



MORTISE AND TENON... rectangular hole and projection which fits into it. Stronger than double dowel. Also more expensive.

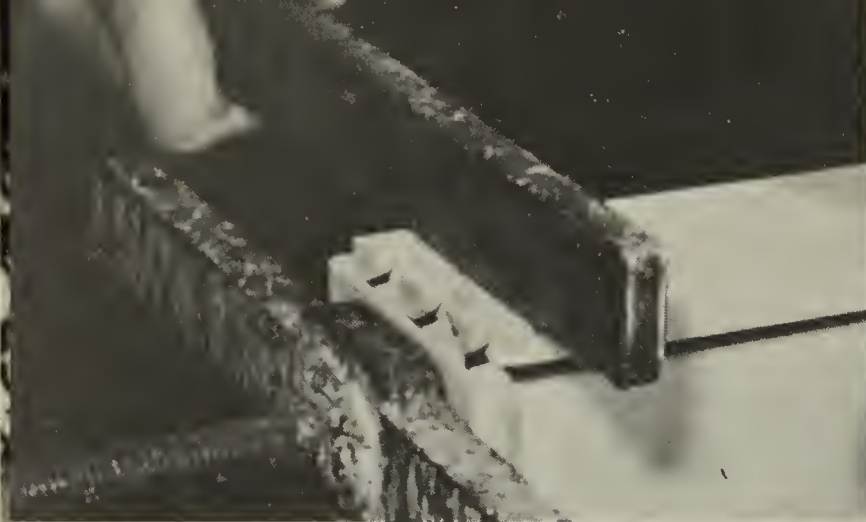


CORNER BLOCKS... triangular blocks of wood always glued and preferably screwed to rails. Give added strength to dowel or tenon joints. Used on all good furniture.

A knowledge of joints is necessary in judging furniture. *Detroit (Michigan) Public Schools*

There are two kinds of joints which meet standards of good furniture construction: the mortise and tenon and the dowel, shown above. Both types mean good workmanship. A salesman will turn the piece of furniture you are looking at upside down so that you can see whether the legs are reinforced with corner blocks attached with screws. On the under side you can also see whether the workmanship is good. Look for properly inserted screws, which hold furniture together better than nails do. If the grain of the wood used in the legs is vertical, legs will be stronger. The glue holding joints together should be smooth, with none splashed on the wood or oozing through the cracks.

If the piece has drawers, pull them out to be sure they slide smoothly and are not loose. The groove rails on which the drawers slide should be securely fastened to the framework. Dovetail joints (see picture, page 90) used for notching together the sides of the drawer should fit snugly and firmly. When you pull out drawers, look for a panel shelf that is at least $\frac{3}{16}$ of an inch thick separating the drawers from each other. This makes the drawers dust proof. Be sure the drawers are of the right size for the things you plan to store in them. Doors should fit snugly and should open and shut smoothly. Table leaves for extending a table should fit perfectly. Check also the back



Fitting together a dovetail joint.



Drexel Furniture Company
A center guide insures a smooth sliding drawer.

of a piece of furniture. If it is not finished on the back, it has to be placed against the wall, which is not always where you want to place it.

The finest furniture has a soft, mellow, hand-rubbed finish. Because of the labor involved, such a finish is expensive, but it is infinitely more attractive than varnish. Nowadays there are also some special water-resistant, cigarette-proof, and scar-proof finishes on the market. These may not be as attractive as handrubbed finishes, but their advantages are obvious for households where there are children or people with many interests besides housekeeping.

It is difficult to buy upholstered furniture wisely because its durability depends on its concealed parts. You have to rely on the reputation of the manufacturer and the retailer. If you could x-ray a good chair, you would see a frame rigidly constructed and firmly webbed to support the springs. The springs would be hand tied and attached to the chair. The padding, which would be thick, smooth, and well fastened, would be made of hair, down, kapok, palm fiber, cotton, or foam rubber. These paddings vary in cost, down, foam rubber, and hair being the more expensive types. Hair and foam rubber are cool and have great resiliency. Down is soft and warm but requires frequent fluffing. One way to check such concealed parts is to read the labels,

A really fine finish takes hours of hand work.

Drexel Furniture Company





Heywood-Wakefield Company

Tying springs properly is a hand job too.

required by law; these describe the kind and amount of stuffing and sometimes the type of construction, fabrics, and workmanship.

You can judge for yourself the comfort and the upholstery. Consider the person who will use the chair. Is he the "lounging type" or does he prefer to sit erect? Chairs should be about 18 inches from the floor to the seat and about 19 to 24 inches deep, depending on the people who will sit in them. Upholstery material should be closely woven to prevent pulling or snagging. It should be durable, color fast, and easily cleaned. Buying good upholstery fabric is an economy in the long run as reupholstering is expensive. Reversible cushions help put off the day when it becomes necessary.

To buy any kind of furniture wisely, you will have to compare quality available in the price range suited to your budget. These questions may help you make the right selections.

1. Is this the style of furniture I want?
2. Is it comfortable, or does it fit its purpose?
3. Is it the best that I can afford at the present time?
4. Is it the right size for my room?
5. Is the construction good?
6. Is the design good?
7. Is it well finished?
8. Will it be easy to take care of?

By carefully checking these points, even the inexperienced consumer can be certain he is making a wise investment.

THE USE OF COLOR

Whether you confine yourself to planning that future dream house or pitch in to help redecorate your present home, the principles of interior decorating are the same. Color is a big factor in creating the mood of a room. The dominant color may be some shade of your favorite color, or you may take it from a rug, picture, drapery fabric, or sofa you already have. You can even take a color from the view.

There are three primary colors: red, yellow, and blue. Mixed in equal amounts in pairs, they produce the three secondary colors, green, orange, and violet. When each primary color is mixed with its adjacent secondary colors, six intermediate hues are produced: yellow-green, blue-green, blue-violet, red-violet, red-orange, and yellow-orange. This gives twelve hues on the color wheel. These twelve colors are produced by equal quantities of the two colors they contain, but the proportions can be varied to produce a fabulous number of gradations. Colors opposite each other on the color wheel, such as green and red, are called "complements." (See color wheel facing page 88.)

Besides gradations in colors, there are differences in the value and intensity of each color. Value is a measure of darkness or lightness. In talking about value, artists break it down into tints and shades. A dark red is a shade whereas a light red is a tint, but both are values of the color red.

Either a dark red or a light red may be of high or low or intermediate intensity—which really means brilliance or purity. The intensity of a color is reduced by adding its complement or gray. These grayed colors are used much more widely in home decoration than pure colors, which are generally saved for accents.

Size. Bright, pure colors are advancing; that is, they make the wall look closer than it is and thus make the room appear smaller. As exterior paint,

Style changes in furniture as well as in fashion. This Victorian bedroom (1860's), once considered attractively furnished, is not now in tune with modern taste.

Courtesy of the Newark (New Jersey) Museum, New Jersey





Heywood-Wakefield Company, Hedrich-Blessing

Study the use of texture in this Modern room. Visualize it in color and consider whether the patterned draperies are appropriate. What effect do they have on the center of interest?

they make the house seem larger. Their opposites, the retreating colors, are slightly grayed tones—that is, colors of low intensity. They sink into the background. Some of this advancing and retreating effect also depends on the value. Dark values advance more than light ones of the same intensity.

Thus to make the inside of a small house or apartment look as big as possible, you would use grayed tones of light colors. The same tint used throughout on walls, woodwork, and ceilings would heighten the effect and so would rugs of a shade of the same color. To make the most (in a literal sense) of a small apartment, paint it all light gray and have gray wall-to-wall carpeting. However, there are other factors to take into account too.

Exposure. You have doubtless heard about warm and cool colors. The cool ones are on the green and blue side of the color wheel and the warm ones are on the yellow and red side. By the proper use of colors you can improve your climate—at least your enjoyment of it. Cool colors are refreshing in a room facing south and warm colors temper one with a northern exposure.



United Wallpaper Company

A room "furnished" with wallpaper on one wall. This gay paper supplies enough pattern for the whole room. Bedspreads, curtains, and rug are solid color—furniture simple. Note that the one papered wall is behind the beds, so that a person who had difficulty going to sleep or who was convalescing would not be bothered by the pattern. The three solid colored walls viewed from the bed are restful.

Sunshine makes a room cheerful. But in a room where you will spend a great deal of time, you may want to tone that bright light down. Especially in a kitchen painted in glossy enamel, a combination of sunshine and light paint will create a glare that is hard on your eyes. Medium blue or green might be a better choice than white or yellow. In a breakfast nook or bathroom where you don't spend much time, a bright yellow might be effective, even if the sun streams in. Of course, rooms that do not get much sun can be cheered up with light paint.

Function and mood. We all react emotionally to color. To most people red is exciting and expresses vigor, while blue and green express serenity and poise, and yellow suggests lightness and happiness. That is why decorators choose grayed blues and greens for living rooms and bedrooms, and brighter colors for playrooms. One color must be clearly dominant to give an effect of unity. In choosing the dominant color, consider the use to which you will put the room—for conversation, listening to records, and so forth—and try to create the proper mood. Supplementary colors of about the same value make the room appear quiet, poised, and restful. When sharp contrasts in value are used, the room seems dramatic and lively.

The Scheme. Once you have chosen the dominant color, you can work out a color scheme. Studying the color wheel is helpful. Using it, you can create the following kinds of schemes:

COMPLEMENTARY, using any pair of colors that are directly opposite; for example, yellow and violet, or red and green. One would be the dominant color and the other would be used on one or two chairs, or in the curtains.

SPLIT COMPLEMENTARY, using a color with the two colors that are on each side of its complement; for instance, yellow with red-violet and blue-violet.

TRIAD, using three colors that divide the wheel into equal parts; for instance, yellow, blue, and red. There are four different triad harmonies possible on a twelve-color wheel.

ADJACENT, using two or more colors that are side by side on the color wheel, such as yellow, yellow-green, and green. This is one of the simplest ways of achieving harmony, but the effect will be dull unless values and intensities are varied.

MONOCHROMATIC, using one color only. This, of course, is the simplest way possible of creating a harmonious effect. Values, intensity, textures, and patterns are especially important when there is no contrast in color.

White, gray, black, silver, and gold may be used in any color scheme.

Study your favorite color scheme in artificial light as well as in daylight before you come to any decisions—and, above all, do not buy any upholstered furnishings until you have your color scheme worked out.

PATTERN AND TEXTURE

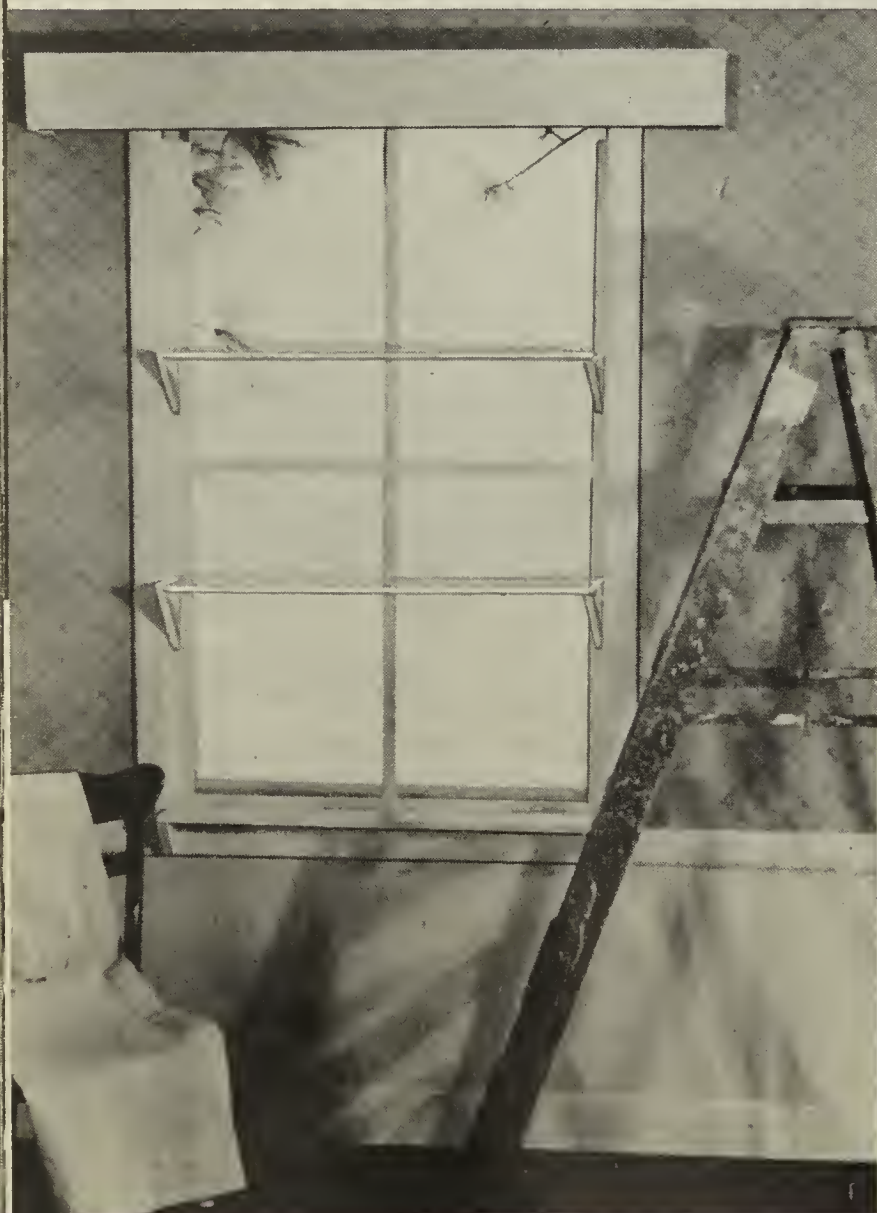
In Modern interiors many rough textures are combined—bare brick walls, wooden beams, thick, nubby upholstery and curtain materials. Traditional rooms, using smooth surfaces, get their variety and interest from the use of pattern. Textures are easy to combine. Pattern, however, should be used with caution. A floral, a stripe, and a tone on tone are enough pattern for any room. They should not cover too large a space either. A rule often followed is to use three parts of plain space to two parts of design.

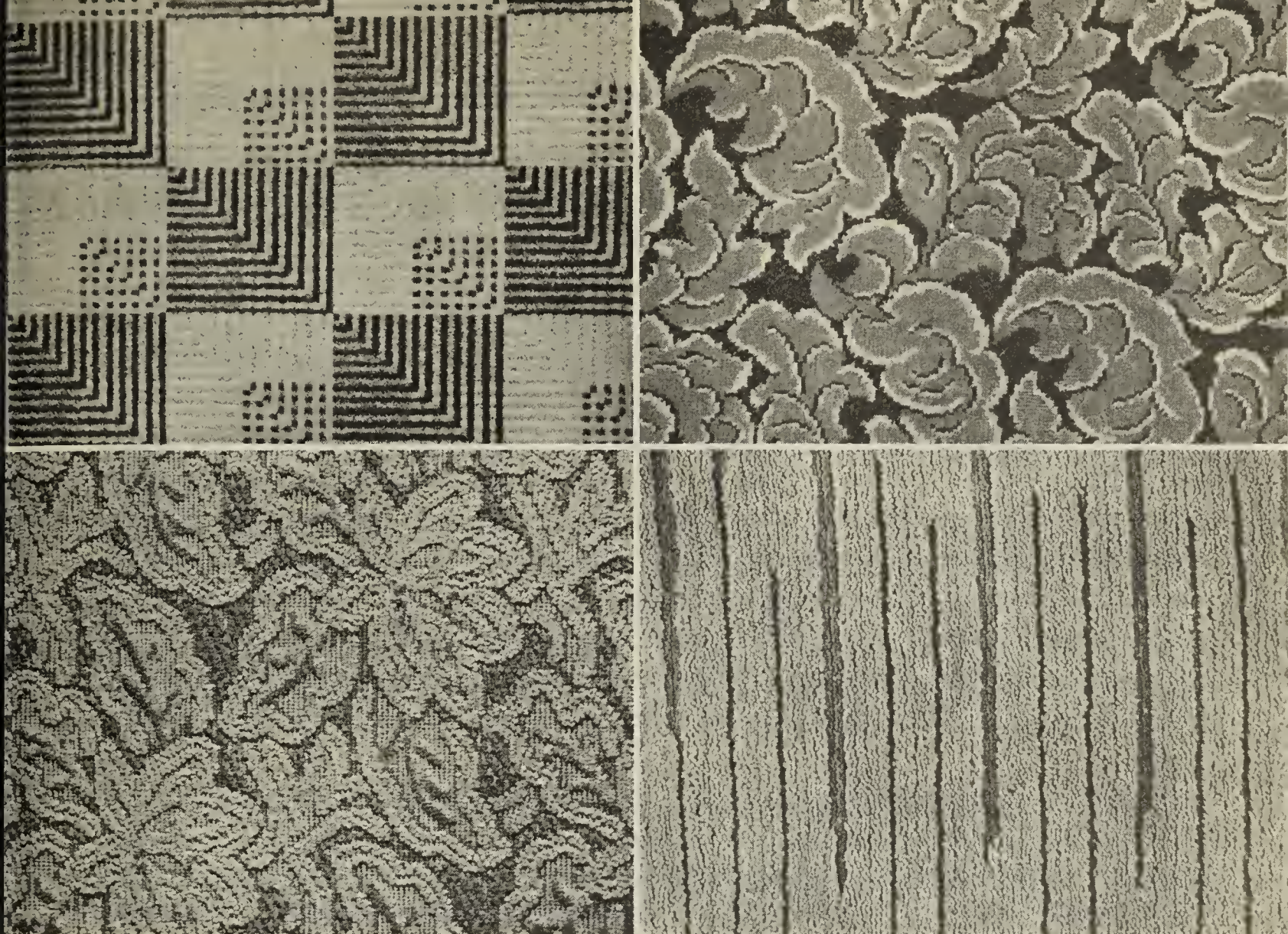
Wallpaper. Wallpaper sometimes supplies pattern in a Traditional room. However, before deciding on it, consider the number of doors and windows in the room. If there are quite a few, they will create a cluttered effect when the rest of the room is papered. Only a large room can take a bold, distinct design. It is advisable to tack up a long length of the paper in the room for which it was selected before you buy, if possible. Take careful measurements of the room, note the openings and get your salesman's or paper hanger's assistance in determining the amount to buy.

Curtains. Curtains and draperies not only introduce color, texture, softness, and warmth into a room; they also insure privacy. There is a trend toward using draw draperies instead of shades or Venetian blinds because they are so decorative when they are pulled at night. Windows may be treated as foreground or background. In the former case, the draperies combine the colors of the upholstery, rugs, and accessories, thus unifying the decoration

To make a small window appear larger, hang the draperies over the wall, not over the windowpanes.

U. S. Department of Agriculture





James Lees and Sons Company and Mohawk

There are carpet styles to suit every taste. Spend some time considering your needs and doing comparative shopping before you buy one. A good carpet is a long-term investment.

of the entire room. If windows are to be background, draperies match or are analogous to the wall color, adding softness and warmth but not decoration.

Curtain and drapery rods are available in many styles and qualities. Rods should be sturdy enough to support the weight of the drapery and curtains and placed so that the window frame is completely covered or completely exposed. Before measuring for length of curtains and drapery, put up the rods. Curtains properly just touch the sill or the floor.

Rugs and carpets. Rugs and carpets supply a big area of color, texture, and sometimes pattern in a room. Since they are also a big investment, it is wise to give a considerable amount of study and thought to the effect you want to achieve before purchasing them.

You can make a rug the basis for a color scheme, using the background color prominently in the room and the colors in the design as accents in accessories and small pieces of furniture. Or you can buy a rug that contrasts with the dominating color of the room, or that blends into the background. Solid-color carpets allow more freedom in the selection of upholstered furniture and drapery material than patterned ones. On the other hand, a carpet with a small pattern does not show soil as quickly as a solid-colored one. Although light rugs and carpets show dirt quickly, they do not show footprints and light dust.

Carpets. The difference between rugs and carpets is that rugs are bound on all sides when they are made and, if they are patterned, the design is complete. Carpeting, or broadloom, is more like yard goods. Bound on only two sides by the maker, it is kept in the store on a roll, from which it is cut to the size you want. Then the two cut ends are bound to your measure. Thus carpeting can be used to cover a floor from wall to wall. This not only makes a room look spacious and luxurious, but it also hides unattractive floors. Another advantage of wall-to-wall carpeting is that it eliminates the need for waxing the floor, thus cutting out one time-consuming housekeeping task. However, there are several disadvantages. A wall-to-wall carpet cannot be turned to distribute wear. Taking it up to send it out for cleaning is a job in itself. The price is higher than that of standard size rugs. For these reasons, some people, instead of extending the carpet from wall to wall, have it cut and bound so that 6 inches to $1\frac{1}{2}$ feet (in a large room) of floor shows around the edge. Since you pay for it by the square yard, this effects quite a saving.

Broadloom carpeting comes in 6, 9, 12, 15, and 18 foot widths as well as in $22\frac{1}{2}$ inch widths for halls and stairways. It also comes in many different qualities. Often one manufacturer will put out as many as three grades of one weave and color. To judge quality, examine the back to see whether the carpet is firm and closely woven. Count the number of rows to the inch in each direction of the weave. The greater the number, the longer the carpet will wear. Never buy a carpet that is coated on the back with what appears to be glue. That was put on to hold the carpet together and make it seem to have a strength which it does not actually have. If you already have one that has this kind of backing, you can have it treated to give you a little longer wear, but do not ever voluntarily buy such a carpet. Cotton backing is a sign of good quality, though combinations of cotton with jute and other fibers are usual and may give reasonable wear, considering their cheaper price. To examine the front of the carpet, roll back a section to see whether the pile stands up stiffly. The pile of a good carpet is springy to the touch and, when squeezed, springs back into position. The tufts should be the same color from surface to base. A design printed on the surface will wear off. While you have a section rolled back, make sure that the backing does not show through. If white lines of backing do show through, the carpet is of poor quality.

The names of the weaves that you will find are Chenille, Wilton, Axminster, and velvet. Chenille, the luxury weave, is the thick kind of carpet you often find in theaters and stores. Wilton is the next most expensive weave, and is the longest wearing of any machine-made rugs, but its patterns have a limited number of colors. Axminster is less expensive than Wilton and wears less well, and velvet, cheaper still, is generally poorest wearing. Of course, there are many different grades of each of these weaves, and the best policy is to buy a good quality of a less expensive weave rather than a poor quality of an expensive weave.

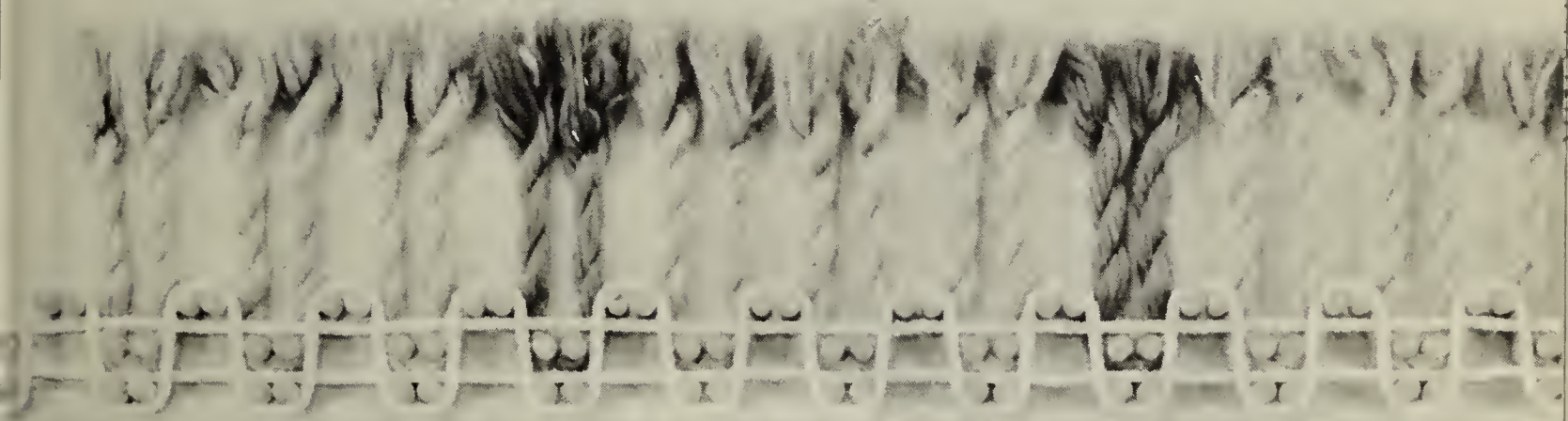
Rugs. There is even more of a range in variety and quality of rugs than there is in carpeting. Of course, the most famous are the Orientals, made in the Near East or in China. Rich in color and design, these luxurious, hand-made rugs belong in formal, Traditional rooms. The old Orientals have been brought to a sheen by the passage of slippered feet across them. (Our heels do nothing to improve the beauty of our rugs.) American copies of these Orientals have similar designs, but usually lack the mellow coloring of the imported Orientals. However, because they are machine-made, domestic Orientals are much cheaper.

Other colorful, but simple rather than luxurious rugs, are the Navajo rugs made by the American Indians and the serapes from Mexico. Hooked, braided, and rag rugs are Early American style and are worth consideration for informal homes. Then, too, there are all kinds of fiber rugs, both domestic and imported, which are inexpensive and attractive, especially in the summer. They cannot be expected to wear very well, however.

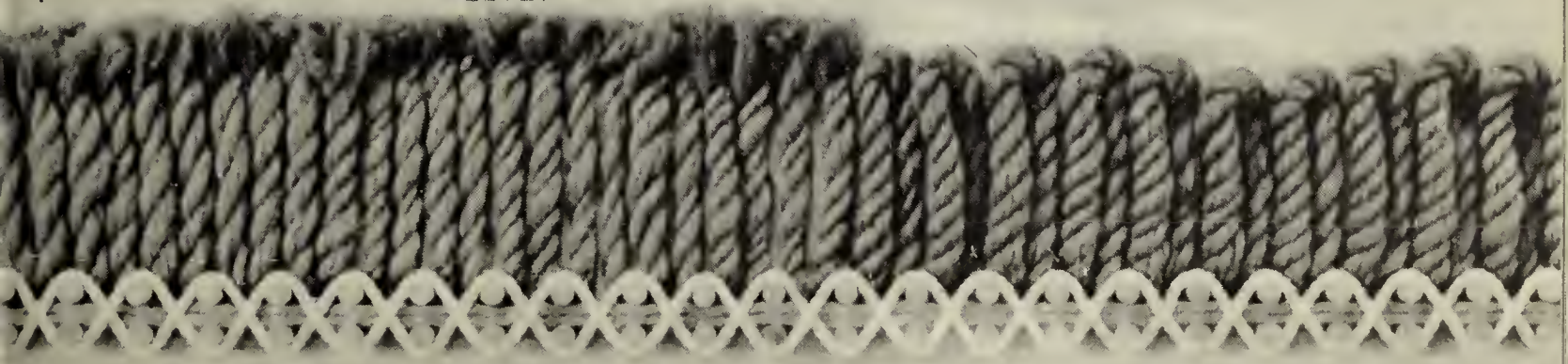
Axminster looms outnumber others two to one. This is the most economical way to make a patterned carpet. Velvet is the simplest of all weaves. Most solid-frieze or hard-twist textured carpets are woven on velvet looms. Wilton may be woven in solid colors or patterns of no more than six colors. The way the surface yarns are woven deeply into the backing makes it a long-wearing weave. Chenille (not shown) is the slowest and most costly weaving process, requiring two looms. Usually custom-made, it can be woven in widths up to thirty feet.

Forecast for Home Economists

AXMINSTER



VELVET



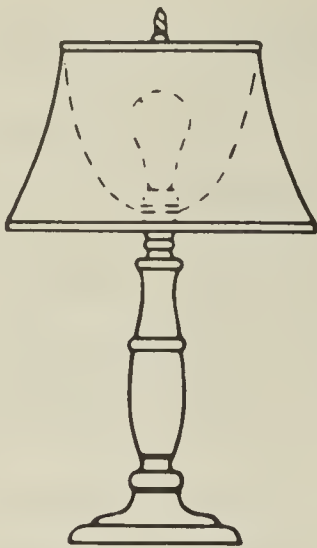
WILTON



SPECIFICATIONS FOR GOOD READING AND STUDY LAMPS

U. S. Department of Agriculture

Lamp C, a modification of lamp A, is specially designed for use on end tables. Its diffusion bowl is curved



A



Height of lamps

A: 28 inches

B: 58 to 63 inches

Shade diameters at bottom

A: 18 inches

B: 18 to 20 inches

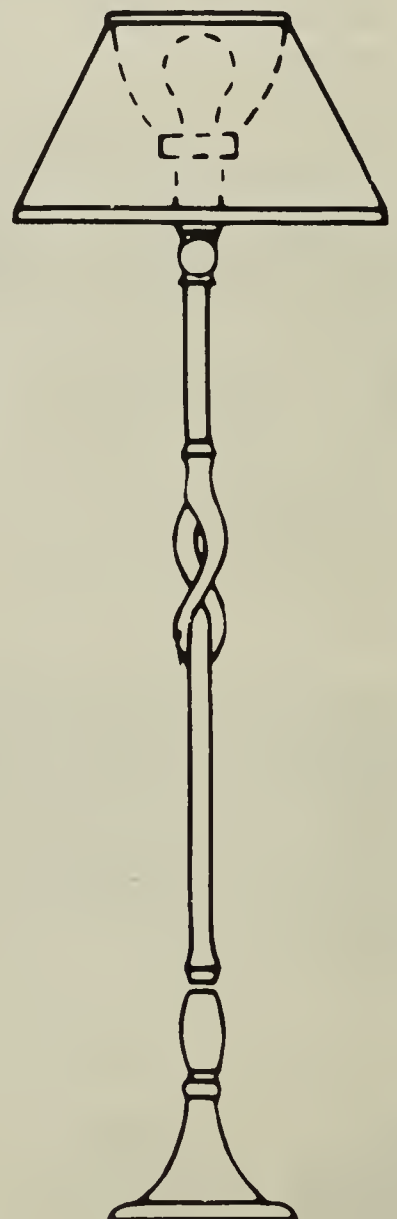
Bowl diameters with bulb sizes

A: 8-inch bowl—100 watts

9 $\frac{3}{8}$ -inch bowl—150 watts or
three-light bulb with 50–100–
150 watts

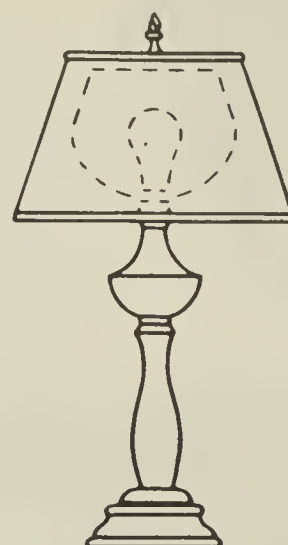
B: 9 $\frac{3}{8}$ -inch bowl—150 watts

10-inch bowl—three-light bulb
with 100–200–300 watts

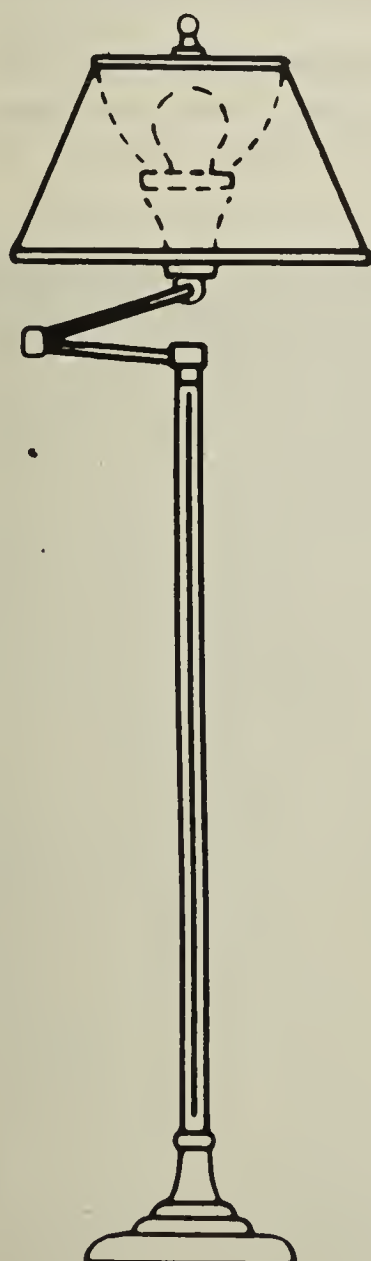


B

in at the top to reduce the glare when you look across the top of the lamp. Lamp D, a variation of lamp B, is designed for jobs for which you want to adjust the source of light, such as using a sewing machine. Of course any room should contain enough floor, table, and/or overhead lights to give good general illumination.



C



D

Height of lamps

C: 25 inches

D: 58 inches

Shade diameters at bottom

C: 16 inches

D: 18 inches

Bowl diameters and size of bulbs

C: 7 inches (at bottom)—100 watts. (Top of bowl is 4 inches in diameter.)

D: 8 inches—100 watts
9 $\frac{3}{8}$ inches—150 watts or
three-light bulb with 50–100–
150 watts



Westinghouse

In a well-lit room, the light is slightly behind the reader, falling on her book, but casting no glare in her eyes. Below the same room in darkness means too sharp a contrast between the light on the book and the rest of the room, causing eye discomfort.



There have been on the market recently some inexpensive cotton loop rugs that look very attractive in store windows. They are next to impossible to keep clean in a city apartment, however, and they show the footprint of each step taken across them after they have been vacuumed. In the country where the air is cleaner they may be more practical—if they are tacked down or secured with rug cushions. They can be washed in a washing machine, and will need that treatment often, for cotton gets dirty much faster than wool, and this particular kind of rug acts like a dust mop. If you do succumb to these, you will find a tank-type vacuum helpful as well as access to a washing machine to take care of them.

Rug cushions made of matted cotton or rubber increase walking comfort, lessen noise, and add to the life of the rug, but their most important function is to prevent skidding. Many a bone has been broken because a rug is not anchored down.

Sometimes a young couple's home furnishing budget is not large enough to provide for a rug. There are worse things than bare floors, although rugs do have a function beyond that of decoration. They are kind to the feet, they absorb noise, and they help keep rooms warm. However, if you cannot afford to get a rug of good quality, or if you plan to move before you "settle down," do not try to cover the whole floor. Scatter rugs are attractive (be sure they are somehow anchored to prevent skidding), and may be used later in the bedrooms. Fiber rugs are also a possible fill-in.

LIGHTING

The stumbling block for most room-planners, amateur or not, is the lighting. It is hard to understand why, for good lighting is not difficult to achieve.

The Widdecomb Furniture Company
Function is the first thing to consider—then appearance. This lamp scores high on both points.



But even in oculists' waiting rooms lighting is often so poor that you have to squint and strain to read their magazines. That is not good for your eyes or your disposition. Eventually it affects your general health.

Good lighting means an even, diffused light throughout the room as well as direct, although not exposed, lighting for concentrated work. Even when you are concentrating on something in your lap—your sewing or a book—it is a poor practice to sit in a circle of light surrounded by darkness. Your eyes have to make a big adjustment each time you look up from the brightness of the task at hand to the darkness of the rest of the room, and that tires them very quickly. The same principle applies to an excessive contrast between a lighting unit and a darker background. Good overall lighting is achieved when several lamps throw light onto a white or light-colored ceiling. A mat or dull painted surface diffuses the light evenly. Gloss paint does not, but sends back a spotty, unpleasant light.

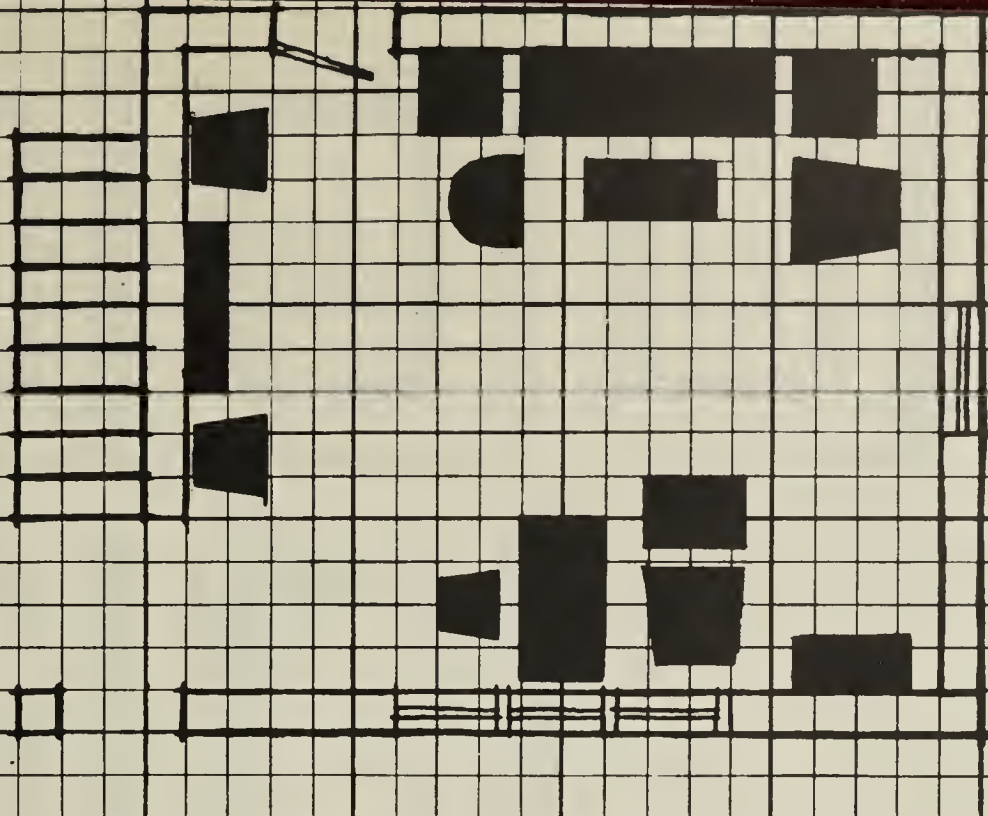
Another thing that is hard on your eyes is the glare from an unshaded bulb. All table lamps should have diffusing bowls. For bridge lamps, bulbs with built-in shades are available. Wall brackets and chandeliers that are not shaded should be fitted with frosted bulbs.

The Illuminating Engineering Society, a research organization, has made studies of the amount of light needed at different centers in the home. Its

A homemaking class as a project built this to try out furniture arrangements.

San Francisco (California) Public Schools





The Business of Farming Magazine, United States Gypsum Company

A paste-up on graph paper is handy to have on moving day.

standards call for table lamps from 25 to 28 inches tall with 10- or 12-inch shades, and floor lamps from 58 to 63 inches with sloping shades and three-way controls (either 50-100-150 watts or 100-200-300 watts). For both table and floor lamps, the Society recommends a combination diffusing bowl and reflector. Shades, it reminds us, serve the purpose of protecting the eye from glare and should be translucent enough to aid in the lighting. About a hundred lamp manufacturers, who have accepted these standards, call themselves The Certified Lamp Makers. If you find a lamp with a label that says it is "Certified," you can be sure that it is an excellent lamp. However, many stores do not carry certified lamps, and you may have to take along a ruler and search for a lamp that approximates their standards.

The newest development in lighting is the fluorescent tubular globe. This type comes in lengths of 18, 24, 36, 48, and 96 inches and in several shades of white, gold, blue, green, and other colors. These give a dramatic effect when used above draw draperies and are useful in providing general illumination. Providing about two and one half times as much light as a lamp globe of the same wattage, they are cheap to operate. They are often used in kitchens, bathrooms, and above desks, but many people find them hard on their eyes for close work.

ARRANGEMENT

Many homemakers have moving schedules too close to allow for leisurely consideration beforehand of color scheme, rugs, and curtains. But nearly everyone can plan placement of furniture ahead of time. This is easier done on graph paper than in fact. Paint stores often supply little kits of graph paper and scaled furniture cut-outs. These are helpful in preliminary planning, but for the final plan it is wiser to measure your own furniture or the furniture you are planning to buy and make your own cut-outs to scale. If you cut them out of bits of colored paper and paste in samples of material, you can try out your color schemes on the same model.



Better Homes and Gardens Magazine

A skillful arrangement of small pictures, giving them a close relationship to the lamp and chest. This grouping avoids the spotty look often produced by the use of such small pictures.

Plan one or more centers of interest by grouping furniture around the fireplace, a window with a view, a beautiful picture, or a large and attractive piece of furniture such as a sofa or a chest. Balance the weight of such a grouping on the opposite wall with a wall hanging, a patterned paper, or another furniture grouping. Do not try to work in all the furniture that you can fit into the plan. An underfurnished room is better than an overcrowded one. Clear traffic lanes from door to door are essential so that people passing through the room will not bump into furniture or have to walk around it.

Keep scale in mind as you are working out the plan too. Remember that a lightweight table and small lamp are out of place next to a large overstuffed davenport. So is a small picture over a large piece of furniture.

There are many rules about balancing masses of furniture and developing centers of interest, but the main thing to keep in mind is the use you will

make of the room and how furniture can help you. Two or three chairs turned toward the sofa and not too far away from it invite quiet conversation. Little tables are desirable for ashtrays, coffee cups, and miscellany. By adding good lighting this arrangement will serve for reading and sewing also. Think of this grouping and its adaptability to family use on quiet evenings or to a big party or buffet supper. If you have a television set, place it so that furniture does not have to be moved for viewing the screen. A desk is most useful if there is a window behind you or at your left when you write there. But you can work out these things for yourself to suit your individual needs.

Pictures and accessories put the finishing touches on a room. Such little spots of pure color or of white or black add sparkle. Small pictures should be hung so that the picture wire does not show. Large pictures hung from the molding will lie flat if supported by two parallel wires, each running up to its separate hook. Pictures should be hung low enough to allow people to see and enjoy them and to make them seem to be part of a unit. When hung too high, they seem isolated from other furnishings. Ashtrays can be decorative and colorful as well as useful; and vases for flowers or leaves can be

A single large picture is effective over the buffet. Sports pictures are often used in dining areas, as are arrangements of flowers and fruits.

Heywood-Wakefield Company

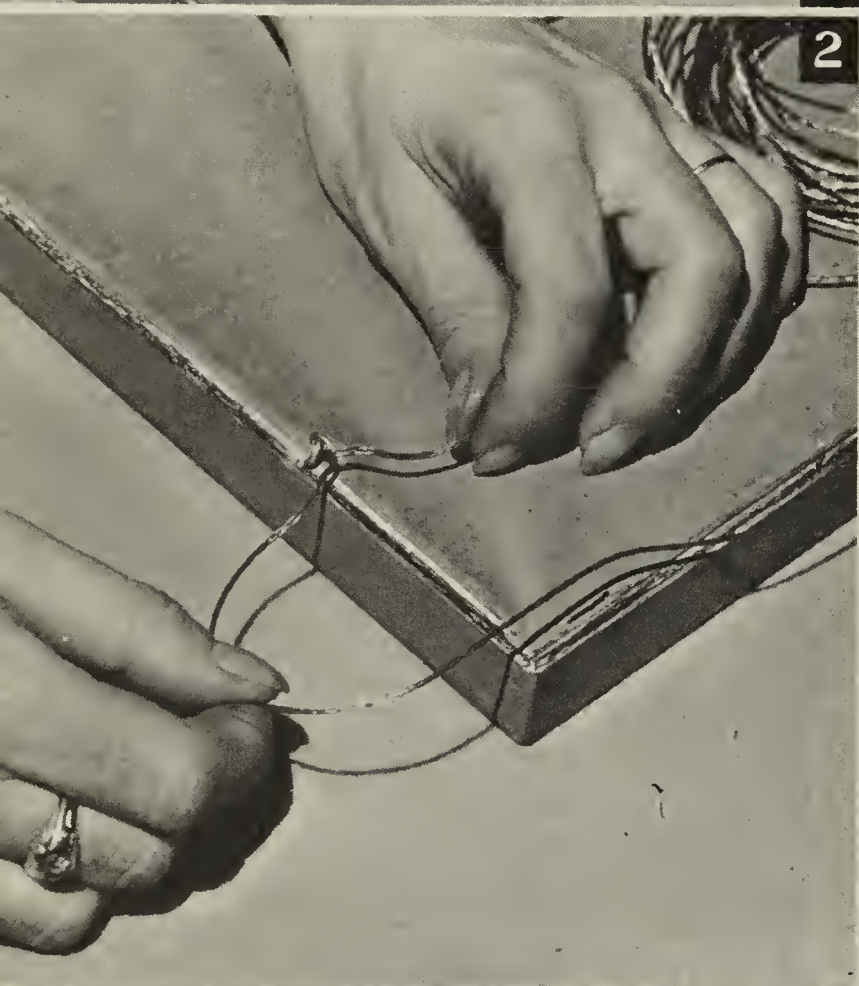


PICTURE HANGING

Series from Living for Young Homemakers



1



2

1. With picture face down, find midpoint of width. Measure down a distance equal to length of hook plus $\frac{1}{2}$ inch, and mark spot with pencil.

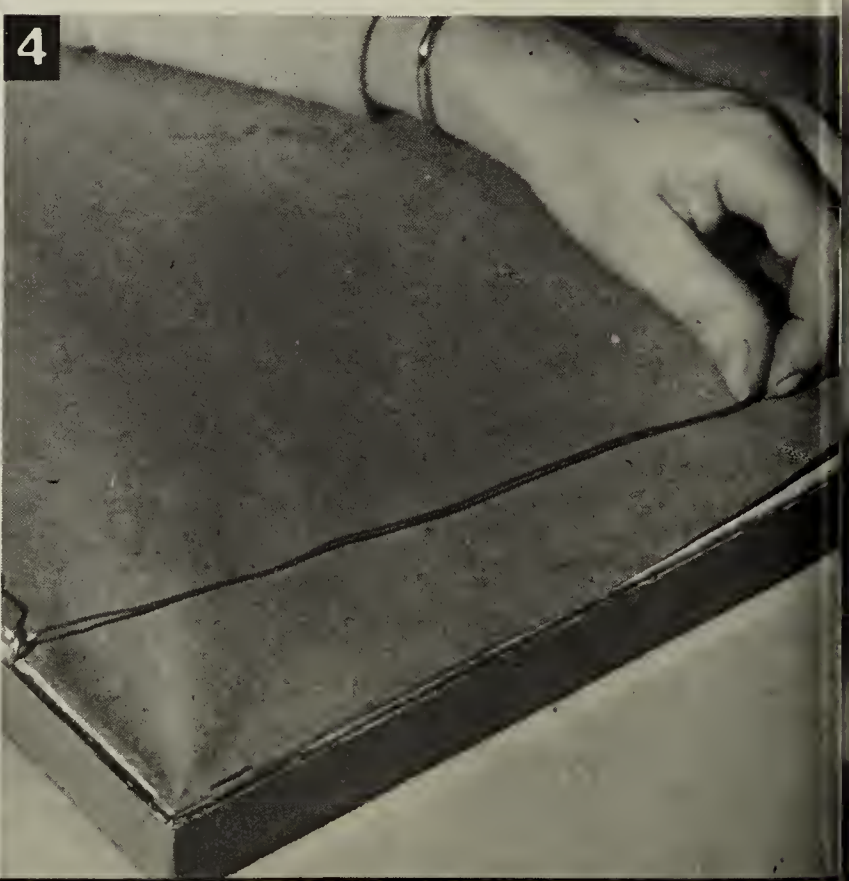
2. Put screw eyes a quarter of the way down each side. Loop wire through one eye, twisting wire tightly around itself.

3. To make alignment in a horizontal grouping easier, twist a small wire loop behind each picture. A slight tightening or loosening of this loop will correct alignment if necessary. If you are not planning a horizontal grouping omit this step.

4. Draw wire tightly across back of frame through second screw eye until center of wire can be pushed up just to pencil mark (step 1). Secure by twisting as in step 2.



3



4

5. Cut cardboard as long as top of frame and as wide as from top of frame to wire. V-notch at midpoint to depth of hook to be used. Hold device in position on wall and make mark at top of notch.

6. Put strip of tape over mark before driving in picture hook. Hold hook flat against the wall and drive pin in with easy hammer taps.

7. Glue white unmedicated corn pads to lower corners of frame to prevent its marking wall paint or wallpaper.

8. Result—a well-hung pair of pictures in perfect alignment.

8

7

5

6



effectively placed to highlight the prevailing color scheme by providing bright contrast. Books too, while they should never be chosen except as good reading, add color and character to any room.

Although there are many rules about decorating, and plenty of books and “experts” to give you advice, when you have furnished a home to the best of your ability, you will have something unique—a home different from that anyone else would have ended up with. This is quite natural, for you and your family are unique. Your home, after all, represents you and your family and the way you live. The more it reflects that, the more personality it will have. Therefore, use what you can of the rules and advice, but rely on your own judgment and taste to satisfy your own needs if you want a real home and not a residence with a hotel-like atmosphere.

ACTIVITIES

1. **Bring to class and discuss** pictures of living rooms that express different purposes and ways of living. Speculate on the kinds of families that would enjoy each one, and name the activities that seem to have been considered in the selection and arrangement of the furniture and accessories.
2. **Look for ideas** for conserving space in your own home—particularly for built-ins that you or someone in your family could make. Also get clippings of or information about space-saving furniture that you think your family could well purchase the next time you buy some furniture.
3. **Individually or in small groups, visit** the home of someone you know who collects antiques. Find out why the collection was started. What do you think about living with antiques? If you do not know anyone whom you may visit, there is probably a historical house somewhere not too far away that is furnished in period style which you may visit.
4. **As a class, visit** a home-furnishings store. See how many styles of furniture and rugs you can identify. Arrange in advance to have a clerk or buyer give you a talk on furniture construction, rugs, or whatever your class is particularly interested in. Get him to help you understand differences in prices.

CHAPTER 7

HOUSEKEEPING MANAGEMENT

Housekeeping can well be kept in mind while you are planning decorative schemes. You can save yourself much future trouble at that stage if you know just what is involved in keeping a room spic and span. Making rooms attractive is only part of the story; keeping them that way involves other types of planning.

Housekeeping is important, but it is not an end in itself, and the wise homemaker's goal is to cut it to a minimum so that she has time for a variety of other activities. On your original selection of furnishing (whether they are hard or easy to keep up), and on your housekeeping standards and your skill at maintaining them, will depend the amount of time you have free for those other pursuits. We have already noted that the sleek lines of Modern are easier to maintain than the curves and carvings of Traditional furniture, and that blond furniture shows dust less readily than dark furniture does. There are new developments coming out all the time to make housekeeping easier—scar- and liquid-proof furniture finishes, fabrics that can be sponged off with a damp cloth, nylon, plastics, dacron, and many others, that wash easily, dry quickly, and require little or no ironing.

However, housekeeping cannot be simplified out of existence. Every homemaker has the problem of deciding on housekeeping standards and learning how to meet those standards with minimum time and effort.

SETTING STANDARDS

Some houses you visit are always in good order—no chair out of place, no clothes or papers strewn around, no dust visible. Others are always untidy or even dirty—furniture littered, windows in sad need of washing, ashtrays unemptied. The difference may result from poor planning, but it may merely reflect different standards. Just how does a family develop its standards of housekeeping? Everyone has them, often unconscious, but real nevertheless. Everyone has a point at which he will announce, "The place is a sight," and feeling uncomfortable in it, will start cleaning up. Yet this point varies widely with different individuals.

Standards of the childhood home may be accepted or rejected but are certainly taken into consideration in setting up a new home. A couple may have great difficulty in reconciling their housekeeping standards if they come from widely different backgrounds. A young wife whose mother worked outside her



Pepperell Mfg. Co.

Waxing and polishing need not be scheduled for this table—nor rubbing scuff marks off its black steel legs. Its top can be wiped off with a damp cloth.

home may be accustomed to having a father and brothers take on some house-keeping responsibility and to only an occasional thorough cleaning. The young husband, on the other hand, remembers his mother's constant and unremitting care of the house, without benefit of help from the men of the family, and may expect the same kind of attention to the house from his wife. Each must make an effort to understand the other and effect a good working compromise.

Actually there are no "right" and "wrong" standards. In industry, a uniform product is turned out. Its quality can be scientifically tested. Not so in family living. We have no standard house and no perfect combinations of goals to be used as a basis for measuring management success. It is just a question of working out your own values—and coordinating yours with the rest of the family's. Some homemakers set their housekeeping standards at perfection—or always-ready-to-have-its-picture-taken-for-a-magazine level. Others lower the shades instead of dusting if the family wants to go on a picnic. Still others let clutter and dirt accumulate until their husbands and children are ashamed to ask friends home. An open discussion of desirable housekeeping standards versus desirable amounts of leisure and relaxation for all family members is the way to work out the problem. Often families perpetuate the housekeeping standards they are used to without really thinking about them and deciding whether they are worth-while for their particular family.

PLANNING

Who will do the work? A discussion of housekeeping standards merges into a consideration of how time and energy should be spent and who shall be responsible for what household tasks. Naturally, we should all like our homes kept in good order if the work could be done by a robot, but when it comes to giving up our own time, our standards may be different. In the past, housekeeping was automatically "woman's work" and outside work was "man's work." Perhaps that was because the women, whose "place was in the home," were around to do all the many housekeeping tasks, while men went out to their places of business every day. Except on farms, there was always more work to do inside than out. Until the advent of sponge rubber mops, washing machines, dryers, and similar labor-saving devices, the work done by homemakers was often harder and took longer than the work done by the men in their families.

These traditions about "who does what" have been breaking down in the last ten or twenty years. More men are cooperating with inside chores, and more women are helping with the outside chores and even leaving the home place to hold jobs. How does the work get done, in that case? More and more frequently, the answer is: "We all help."





Harold M. Lambert Studios

The sharp distinctions between woman's work and man's work in the home are breaking down. Family life is becoming really cooperative.

Twenty-four hours a day. We all help with the housework, but we all have other interests too, so that we don't want to devote an undue amount of time and energy to it. You have heard people say, "I never have time to clean the closet" or "to read the paper." Actually we all have the same amount of time—twenty-four hours a day. The difference between those who do and do not have time for those things is not in the amount of time they have but in the way they use it.

Energy is not quite as evenly distributed as time, but most people have more energy than they realize. A change from one activity to another of a totally different kind often brings a surge of renewed energy. Have you observed how tired some people seem to be when there is a job they don't like to do? And how lively they become when an equally hard job that they do like comes along?

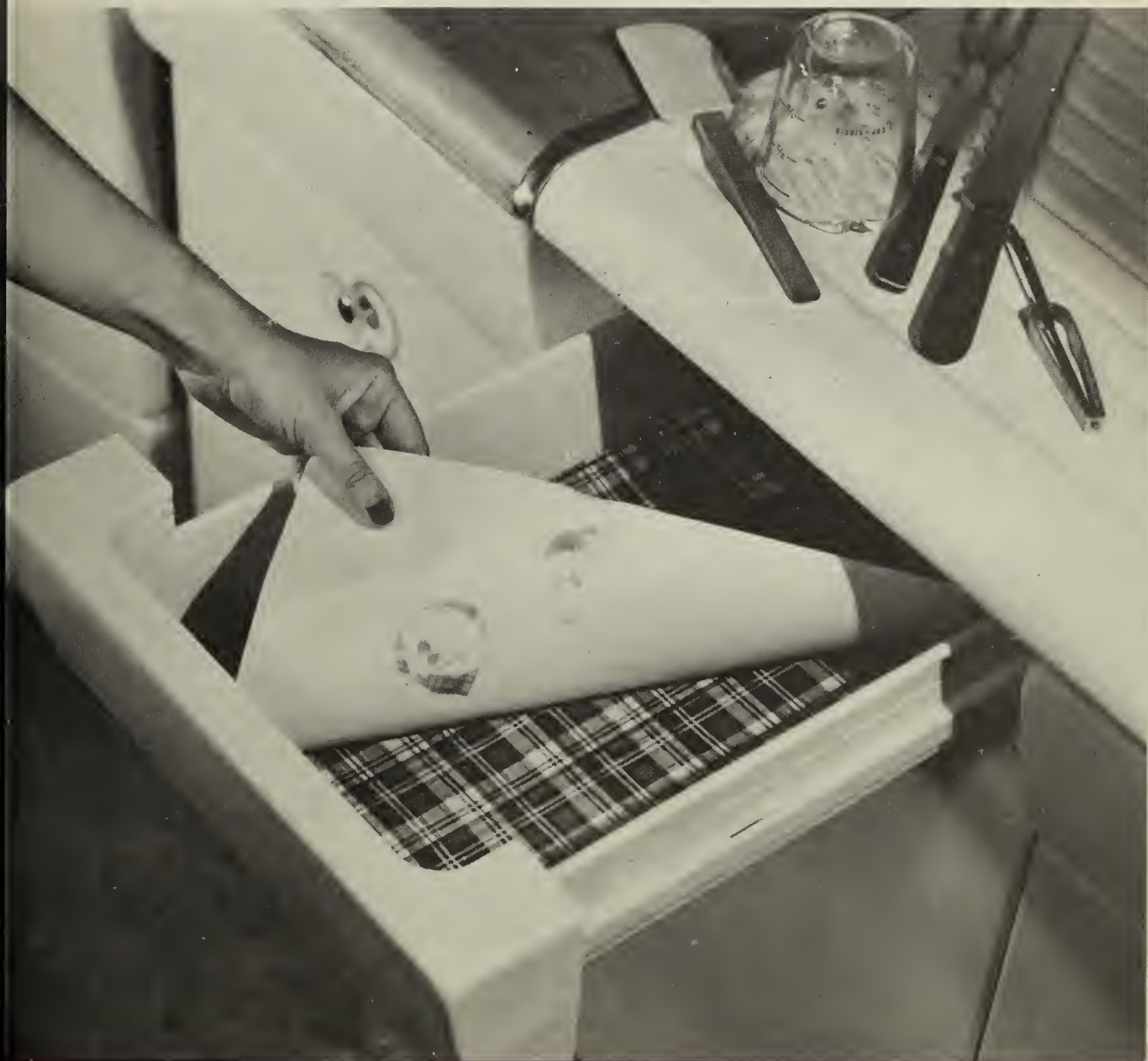
Yes, we each have twenty-four hours a day and a limited amount of energy, but the differences among us in what we accomplish in that time are amazing. If you are one of the people who never has time to accomplish what you would like to, there are two things you can do: Set yourself less exacting standards, or become more efficient.

There are lots of ways to simplify housekeeping standards. You can get away with not ironing sheets and you can buy dresses and shirts and blouses that don't need to be ironed. You can use plastic place mats and paper napkins for all except very special meals. Fresh fruit is the simplest dessert to serve as well as one of the best for your health. If you must have cake, try ready-mixes and bakery products. Granted they are not quite as good as home-made, but you may decide that the difference is not worth all the extra effort.

As you gain experience, you should become more efficient, but there are ways to hasten the process. Really studying the task in hand can help you to become skillful at it. Since 1924 when Mrs. Lillian Gilbreth made her first report on the subject much work has been done in time and motion studies of housework. These studies involve analyzing the task, listing each step, and then studying it to see exactly how it is done, with which hand, with what motions, with how many motions, and with what sequences. On the basis of that information, methods to make the task easier and quicker to perform are worked out.

Cut several thicknesses of lining paper at one time for cabinet drawers, using the old lining for a pattern. When top paper is soiled, slip it out, exposing a fresh lining.

Toni Venti and Woman's Home Companion



Setting the table is a good example of an operation that can be speeded up through time and motion study. Analyze the way you do it this evening. How many trips back and forth from the kitchen to the dining table do you make? Are all the things you need easy to reach and close together? Do you use a tray? Do you get all the things you need from the cupboard and then all the things from the refrigerator? Do you use both hands to set the table? Do you leave the tray nearby so that it will be ready to use in taking dishes out?

As you become more skillful at household tasks, you will be able to make a similar analysis of each one. Then you can speed up your performance of it, and thus you will be able to accomplish more in a day. You will also get more satisfaction from your accomplishments.

Another way to become more efficient is to schedule your work. That helps you do it in a systematic way. If you schedule your daily, weekly and occasional household tasks, they will not pile up until news of a relative's approach inspires you to try to do everything at once. Follow the latter procedure and you will not be a very good hostess; nor will your "things" wear as well as they should. Dirt and grime destroy finishes and help to wear out rugs and carpets. Spots that are neglected too long cannot be gotten out by any means. To say nothing of the fact that the housekeeper acquires a sense of guilt when she lets things get beyond her and is in constant fear of people "dropping in."

If you go at a job haphazardly, you may have to do it again to clean up after another job. If you vacuum the rug before you dust the room, you will need to vacuum again as soon as you have done the other job. If you straighten

Two hands are better than one. Cut working time by using both hands.

Better Homes and Gardens Magazine



all the furniture first, you will have to move it to clean under it and straighten it again. Planning work effectively is a simple kind of scheduling—probably done in your head—but writing down your jobs in detail won't hurt a bit. It will help you think about the best way to do each task and it will also enable you to be more accurate in your estimate of the time you should allow in your schedule.

Household tasks fall naturally into the pattern of daily, weekly, and occasional tasks. An example of a daily task would be washing dishes. Changing bed linens would be a typical weekly task, and an occasional task might be putting away summer clothes. A simple way to schedule them all is to make out a weekly plan, including the daily and weekly tasks that you will do every week throughout the year. Then make a list of the occasional tasks that you can foresee and, if possible, indicate the month when you will do them. Plan time in the weekly schedule for these occasional tasks, which are usually time-consuming.

There is a difference of opinion among experts about whether it is better to schedule the weekly cleaning of the living room on Monday, the dining room on Tuesday, and so forth; or whether it is better to polish all the furniture throughout the house on Monday, vacuum all the rugs on Tuesday, and so forth. Actually, it takes less overall time to get out one set of tools and finish up one operation completely than it does to do a thorough cleaning of a room each day. However, some people claim that the satisfaction of having the whole room in apple-pie order is worth the extra time spent in taking out and putting back different equipment and adjusting to different tasks.

Whichever way you plan your schedule, allow plenty of time to do each job without rushing—and that means allow time for interruptions. You can count on them. For that reason, put first things first. You may not have time to finish all you had planned to do; therefore, be sure that the essentials are out of the way before you start on reorganizing the drawers in your desk. Another wise technique is to alternate interesting and dull jobs as well as heavy and light ones. Distribute the work by the week and be sure to plan enough time for rest and recreation, which are important too. Housekeeping is a means to pleasant living and not an end in itself. It is no fun for the family if the house is spotless but the homemaker is too worn out to discuss anything else.

If housekeeping is a family affair in your home, talk over the various jobs. Decide who can do each job best—that is, who has the time, skills, and interest. There may be some jobs that no one claims an aptitude for, but those can be divided fairly. Then, if a list is put up of everyone's jobs, there will be no excuse for forgetting or disagreement about what was decided. You may want to keep this a simple list, letting each person schedule the work into his week for himself, or you may want to add times to the master plan so that there will be no interference—one person trying to wash the kitchen floor while another cleans the refrigerator or arranges flowers in the sink!



ELECTRICITY HAS REVOLUTIONIZED HOUSEKEEPING MANAGEMENT

*Series from Rural Electrification
Administration*

Cleaning the oil lamps, trimming the wicks and adjusting them, used to be a regular task. Now we turn a switch and get considerably better light.



Housekeeping management used to be a big job that took all the time a woman could give it. Now electricity and machines have turned it into a part-time job, leaving the homemaker with time and energy for other interests. How will you spend your extra time—on a large family, an outside job, community affairs? This is a problem for each modern homemaker to decide.



The first step in the long process of washing dishes used to be putting on a kettle of water to heat. Now, after the dishes are scraped and stacked, a machine can do the rest.

SCHEDULE FOR THE JONESES' HOMEMAKING ACTIVITIES†

TIME	DAY	ACTIVITY	WHO*			
			M	F	B	N
7:00 A. M.		Prepare breakfast	X	X		
7:15		Eat breakfast	X	X	X	X
		Make beds, put rooms in order			X	X
		Pack lunches				X
		Wash dishes	X		X	
		Daily cleaning	X			
9:00	Monday	Washing	X			
	Tuesday	Ironing	X			
	Wednesday	Special	X			
	Thursday	Clean upstairs thoroughly	X			
	Friday	Clean downstairs thoroughly	X			
	Saturday	Special baking and cooking	X			X
11:00		Rest and read daily paper	X			
	Sunday	Church	X	X	X	X
11:30		Prepare lunch	X			
		Begin dinner preparation	X			
12:00		Lunch	X			
12:30 P. M.		Wash dishes	X			
		Rest and dress for afternoon	X			
2:00	Monday	Mend and dampen clothes	X			
	Tuesday	Sewing or special	X			
	Wednesday	Cub Scout work	X			
	Thursday	Plan menu and schedules	X			
		Check accounts	X			
	Friday	Shop for week's groceries	X			
	Saturday	Work in the garden	X	X	X	X
5:30		Prepare dinner	X			X
		Set table			X	
6:30		Dinner	X	X	X	X
7:30		Wash dishes				
	Monday			X	X	
	Tuesday		X			X
	Wednesday				X	X
	Thursday			X		X
	Friday		X		X	
	Saturday		X	X		
	Sunday				X	X

* M, Mother; F, Father; N, Nancy; B, Bob.

† Adapted from Bonde, Ruth L., *Management in Daily Living*, The Macmillan Company, 1947.



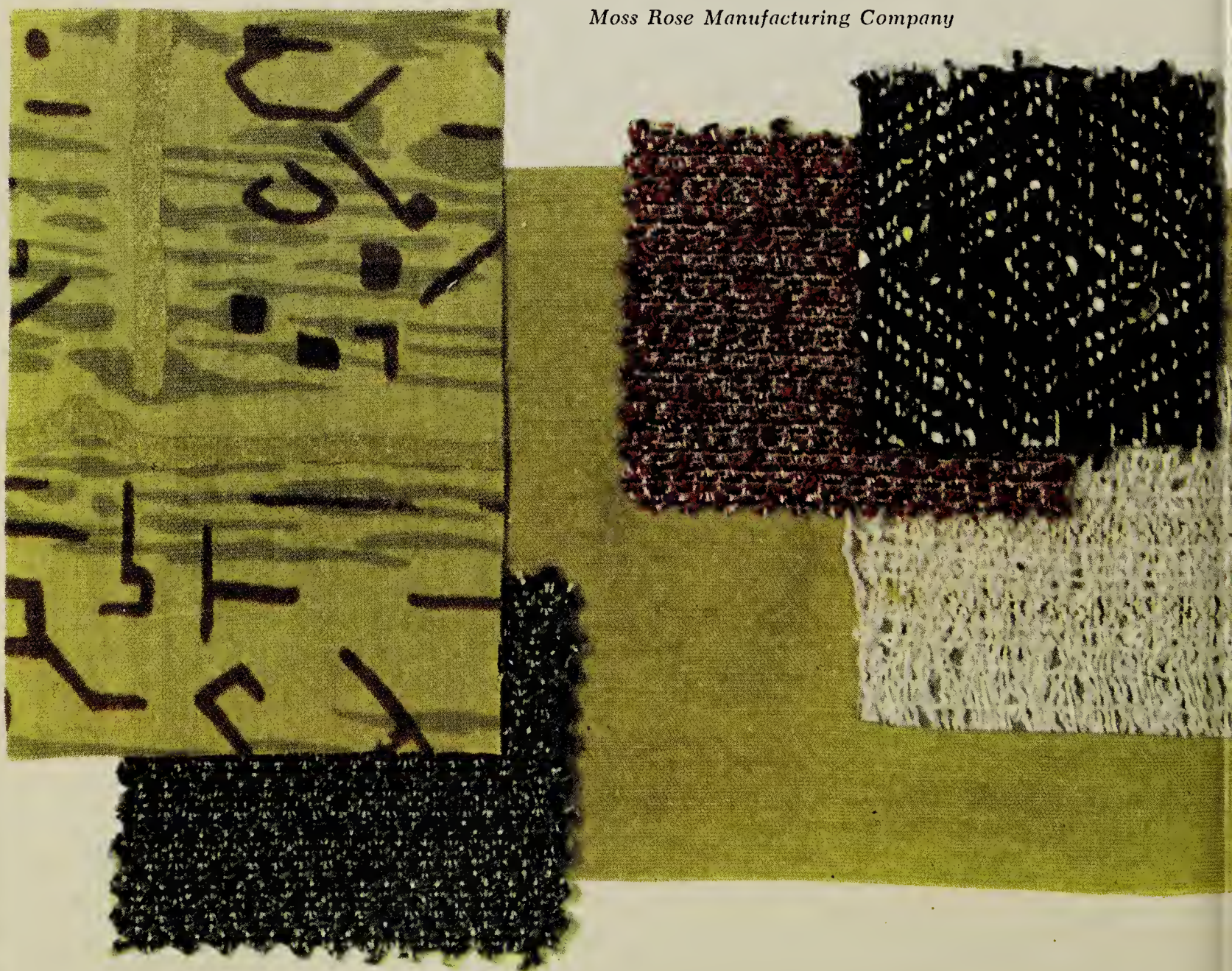
Sunset Magazine

A low brick wall ties a small area of flowers into the architectural plan of the house. Imagine this picture in color—bright yellow daffodils, the dull red wall, the greenery behind against the natural wood of the house. Keep color schemes in mind in the garden as well as indoors.



**Correlated colors and textures in fabrics for a
Traditional room above and for a Modern one below.**

Moss Rose Manufacturing Company



TIME	DAY	ACTIVITY	WHO*			
			M	F	B	N
8:00	Monday	Family council, reading, homework	X	X	X	X
	Tuesday	Lodge or veteran's group meeting		X		
		Letter writing, homework	X		X	X
	Wednesday	Reading, homework	X	X	X	X
	Thursday	Home demonstration meeting	X			
		Work on hobby, homework		X	X	X
	Friday	Evening with friends	X	X	X	X
	Saturday	Special family recreation	X	X	X	X
	Sunday	Recreation at home	X	X	X	X
		Put room in order			X	X
		Get clothes ready for next day			X	X
		Put house in order	X	X		
10:00		In bed	X	X	X	X

* M, Mother; F, Father; N, Nancy; B, Bob.

CARRYING OUT THE PLANS

The right tools. To carry out a housekeeping schedule, certain tools are necessary. Certainly your great grandmothers got along without most of them and it is possible to do so now. But today women want and are expected to take part in community affairs, to read books and newspapers, to have time for sports and fun, as well as to run a household and raise a family. So get the best, most labor-saving equipment you can and keep it in good working condition by cleaning it before you put it away, oiling it according to the manufacturer's instructions, and replacing worn parts. Always be on the lookout for new developments that will make housekeeping easier. Many of the gadgets on the market are not really practical, but occasionally something new comes out that really does make life easier.

You will need these tools at the minimum:

FOR CLEANING FLOORS

Vacuum cleaner and attachment and/or carpet sweeper, broom, dust pan, dust mop, wet mop and pail (other equipment can be used where vacuum cleaner is mentioned in suggested cleaning schedules)

FOR POLISHING

Wax applicator, waxes, woolen cloth for buffing furniture, furniture polishes, metal polish for brass, copper, silver, and other metals, rubber gloves



The Hoover Company



The Hoover Company

Explore the uses of vacuum cleaner attachments.

Lewyt Corporation

The Hoover Company



FOR CLEANING FABRICS

Vacuum cleaner attachments, whisk broom, spot removers

FOR OTHER CLEANING TASKS

Brushes, dust rags, mild scouring powders, household ammonia, glass cleaner, disinfectant, soaps and other detergents, paint and wallpaper cleaners, agents for destroying household pests

A good vacuum cleaner for rugs and carpets with attachments for cleaning walls, woodwork, furniture, mattresses, springs, and draperies is the most desirable cleaning tool. It actually removes the dirt from the room rather than redistributing a good part of it the way a brush or broom does. There are two general types available in many makes and sizes: the upright type and the tank type. The tank type, a fairly recent development, comes with many attachments which are effective. For the use of those it is preferable. However, for rugs (with the exception of cotton string rugs) it is not as satisfactory as the upright model. The tank type vacuum depends entirely on suction for its effectiveness in removing dirt. The upright exerts suction, too, although not quite as strong suction, but it also brushes the carpets as it is operated. The type of furnishings you have should guide you in your selection of a vacuum cleaner. If you have—or hope to have—wall-to-wall carpeting, you will probably decide on the upright. If you have cotton string rugs that you put in the washing machine, the tank type would probably be a better buy. Whichever type you get, learn how to operate it properly and use all the attachments. Empty the bag at least every week and clean or wash the bag occasionally if you use a cloth one instead of a disposable paper bag. Keep the brush roll (if it is an upright) free from strings and hairs, and avoid picking up pins or sharp objects with the machine. The instruction book will tell you where and how often to oil the machine. Proper care will add to its life. A vacuum should last you at least twenty years. Keep that in mind when you buy one and get a good one. Sometimes there are rebuilt vacuum cleaners on the market, which, if they are guaranteed by a reliable seller, may be a good buy.

Even if you have a vacuum, you will need other implements for small jobs. Those who have no vacuum, of course, can use other equipment in place of the electric machine wherever vacuuming is suggested in cleaning schedules of rooms.

A carpet sweeper is a good supplement to the vacuum for quick removal of crumbs, ashes, and lint from rugs and carpets. As a substitute, it is not a “reasonable facsimile,” for it does only a surface job, but you will need one for your rugs if you do not have a vacuum. If you have both vacuum and carpet sweeper, use a carpet sweeper on most days, and vacuum thoroughly just once or twice a week. However, if the dust pans of the sweeper are not emptied, it will not pick up dirt and may even distribute some. The brush also needs to be kept free of hair, string, and dust. Sticky bristles can be revived with carbon tetrachloride. Some de luxe models are equipped with

a device which automatically cleans brushes and with a viewer so that you can see when the pans are full without taking them out.

There is always a job around the house for the old-fashioned broom—for sweeping up the kitchen, broken glass, or spilled ashes or excelsior. (But avoid sweeping wool rugs!) You can choose among corn brooms, fiber brooms, and the new plastic brooms. The latter have a magnetic action that makes them superior to the other two kinds. They also come in pretty colors. A corn broom that has split straw is a poor buy. Brooms should always be hung up or rested on their handles. If allowed to rest on the bristles, the bristles get out of shape and wear out. Every few months brooms should be washed and hung up to dry. A dust pan—one from the five and ten will do—is needed with the broom. If you buy one with a long handle, you will save yourself some stooping.

A dust mop is for use on the bare floors on the days you use a carpet sweeper on the rugs. On vacuuming days, you will do a better job with an attachment of that machine. Soft, full mops of four-ply string are the kind to look for. The handle should be long enough to allow you to reach as far as you need to; and the head should be attached in such a way that it is easy to push under furniture. One of the advantages of living in the country is that you can shake the mop at the back door to clean it. City people must resort to other means. Some of them shake the mop in a paper bag, but that may shake some of the dirt back into the mop. A better way is to spread the mop upside down on newspapers and sweep the dust out of it with a broom. Occasionally dust mops should be washed and hung to dry. Since they take a day or two to dry, it is wise to have an extra mop head handy.

Wet mops, essential for linoleum or plastic flooring, are available in string types somewhat similar to the dust mops. However, that type is difficult to wring out. Much more satisfactory and not much more expensive are the cellulose sponge or rubber sponge types. Some of these are equipped with a squeegee to wring excess water out. Others have an attachment that fits across the bucket and on which excess water can be pressed out. These sponge-type wet mops are easier to keep clean than the old string type, too. They can be washed in soapy water, squeezed out and hung back in the cleaning closet. The string type cannot be put back into the closet wet, for it will mildew; it really should be hung out in the sunshine to dry. A galvanized iron pail or bucket is the most durable type to own—although an enamel one is easier to keep clean.

Some sort of a wax applicator on a long handle saves your getting down on your hands and knees. An elaborate electric machine with revolving brushes for applying wax and polishing does a wonderful job in a short time, but is expensive and may not be worth-while unless you have large expanses of bare floor. In any case, wash the applicator immediately after use in warm soapy water before the wax hardens or you will have a hard time getting it clean. If you have already let the wax harden, try softening it with turpentine or carbon tetrachloride and then washing it out.

You will be offered three types of wax by the hardware salesman: paste wax, liquid wax, and self-polishing wax (this is a liquid too, but not to be confused.) The first two are used on both floors and furniture, the last only on floors. Paste wax is thick and gives a high luster but it requires a lot of rubbing to get that luster. Liquid wax, the same kind of wax with a solvent added, is easier to buff up, but does not give quite as much protection as paste wax. Self-polishing wax is for use on floors that have been sealed with a water-proof finish, such as varnished wood floors or linoleum. It is the only type of wax to use on rubber tile or asphalt tile because both the paste and liquid waxes contain a solvent that softens those materials.

For furniture upkeep, in addition to wax there are also various furniture polishes with oil bases. Some experts think that linseed oil is the only kind that should ever touch fine furniture. It does prevent water-spotting, and wax does not. Linseed oil also gives a soft, beautiful surface, but it takes a great deal of elbow grease to apply.

A general metal polish will take care of brass, copper, and other metals although you will probably want a special, less-abrasive, polish for silver—or may use the electrolytic method for that. For information about that, see *Glossary of Cleaning Techniques*, page 261.

Rubber gloves may be made of genuine or synthetic rubber. Synthetic are better because they are not softened by solutions that injure genuine rubber. Whichever kind you get, wash them in warm soapy water after each use and hang them up to dry. If you do not use them often, sprinkle the inside with talcum when you put them away.

Vacuum attachments are the best tools to remove dust from upholstered furniture, but a good whisk broom is handy for non-vacuuming days. Whisk brooms, like larger brooms, come in broom corn, fiber, and plastic, and require the same kind of care.



*Hunter College and
Engel Furniture Company*

This kind of a mop is easier to store in an apartment than a string mop, which really should be dried in the sun.

Spots which are not removed soon after they appear may become so set in the material that they cannot be removed. See the Glossary of Cleaning Techniques, page 261, for the cleaning agents to have on hand. You can buy spot removal kits, but the bottles are numbered rather than labeled. If you prefer to know what you are using, make up your own kit. Small bottles of the different cleaning agents are available at drug or hardware stores.

There are more kinds of cleaning brushes than you can count on all your fingers and toes, even if you make the circuit two or three times. Some of the most common are wall brushes, upholstery brushes, radiator brushes, Venetian-blind brushes, toilet-bowl brushes, and scrub brushes. Most of them are made of fiber, bristle, or nylon—the soft type is often made of hair. A bristle brush will wear better than a fiber one, but not as well as a nylon one—nor is it as easy to keep clean.

New cleaning powders, pastes, and liquids are constantly coming on the market. There are a few old stand-bys which we will discuss as we take up cleaning procedures, but be on the look out for the new ones. Cleaning is getting to be less and less a matter of applying elbow grease and more a matter of applying the right chemical, leaving it on the prescribed length of time, and gently wiping it off.

A knowledge of how to control household pests is important for the homemaker. Many powders, sprays, pastes, or liquids used in controlling pests, as well as in cleaning, are poisonous. Therefore, precautions must be taken when you have them in the house. First, it is imperative that they be stored well out of the reach of children and absent-minded adults. Second, when they are in use, pets must be protected from eating them and from getting hold of poisoned pests.

Storing cleaning tools. Even the best of equipment will not be much help if it is not stored where you can put your hands on it quickly and easily. If the vacuum is kept at the back of the front hall closet and has to be lifted from behind a row of coats and over a litter of rubbers, it will take firm self-discipline not to skip the vacuuming. Life is easier if you have a well organized storage space for cleaning equipment. Most modern houses have a convenient cleaning closet, but in older houses such closets were often overlooked. Sometimes such a closet can be built in a hall, in the laundry or kitchen, on the back porch, or even in the garage if there is an entrance from the garage to the kitchen or hall. Of course, it must be conveniently placed or it will be a daily annoyance.

A shallow closet is satisfactory. One that is 16 to 24 inches deep, 3 or 4 feet long, and 6 feet high is quite large enough for the average house. Ready-made utility cabinets for cleaning supplies are available but they are usually too small for real convenience and cost more than closets built at home. Any closet used for storing dust rags and polishes should have some openings for ventilation. If there is a second floor in the house, provision might be made for storing dust cloths, extra floor mops, and a second carpet sweeper up there to save dragging them up and down stairs every day.

HOME SAFETY DIVISION
"A PLACE FOR EVERYTHING"
Prevents Home Accidents



It pays to spend time in studying your cleaning equipment and the space available for storing it so that tools used together for cleaning can be hung in groups and the most frequently used equipment and supplies are made easily accessible. If a shelf in a cleaning closet is constructed running the full length but only half the depth of the closet, hooks can be put on the edge of it for hanging mops, brooms, and brushes. Of course, there are many other arrangements possible, and you will want to work out your own, based on the equipment you have.

One piece of equipment you will want to make room for in the storage closet is a basket. In that you can carry all the dusting and cleaning cloths, bottles of spot removers, furniture polish, whisk broom, and whatever else you need when you are cleaning room by room. If there are inquisitive young children in the family, you will also want a box with a lock on it to hold poisons, such as denatured alcohol.

For minor household repairs, such as replacing the washer in a dripping faucet, cleaning clogged sink traps, changing window shades, repairing frayed cords, replacing plugs, and mending screens, you will need another set of tools. The minimum tools for this kind of repair are a hammer, a pair of pliers, screw drivers of different sizes, an awl, a file, a saw, a ruler, and a monkey wrench. A good book on household repairs is also an essential. If all the

This kind of storage causes accidents.

National Safety Council



*Popular Home Magazine,
United States Gypsum Company,
and Hedrich-Blessing*

**Tools, too, should be stored neatly
and accessibly to be really useful.**



tools are hung on a board or in a cabinet and if the shape of each is painted onto the board right where it should hang, the tools will have a better chance of finding their way back where they belong. These tools may be kept in the cleaning closet if it is big enough.

EVALUATING RESULTS

After your cleaning closet has been arranged for efficiency, and your schedule has been in operation for three or four weeks, check up to see how things are going. Are you keeping the place at the standard which you set within the time allowed for housekeeping? If not, you will have to figure out why. Perhaps you have fallen down in scheduling or in carrying out your work efficiently. In that case, more study and thought are in order. On the other hand, perhaps you have set a standard impossible to keep up with the amount of time at your disposal for housework. Setting a perfection standard (unless you live without children and with a household staff) is seldom wise. Falling short of your ideal keeps you continually feeling guilty, and continually occupied with housework. It is better to set a standard that you can meet easily; after all, the object of household management is to keep the whole family comfortable and happy. A spirit of compromise brings you closer to those goals than a do-or-die drive toward perfection.

ACTIVITIES

1. Discuss:

- a. standards of work to which you are held in your homes. Who sets the standards? What relation do they have to perfection? to family goals?

CHAPTER 8

THE LIVING ROOM

The living room is the center of family activity, the place where most waking hours in the home are spent. In it we enjoy conversations with family and friends, reading, listening to music and making it. Sometimes we play table games in it, or look at pictures, movies, or television. We use it to serve refreshments in, too—such as tea, appetizers before dinner, buffet meals, or after dinner coffee. Often family members bring their work into the living room for companionship—sewing, ironing, writing letters. Where space is at a premium, the living room must double as a guest room or even a bedroom. Many young couples in cities start housekeeping in one-room apartments. There the living-room has to function twenty-four hours a day.

It is no wonder that the living room is the biggest room in the house and that it has the best exposure. Other rooms are specialized for part-time use—for cooking, sleeping, or eating—but this room is for the more important business of “living,” with all that means to each particular family.

The living room used to be the “front room,” but a recent trend places it at the back of the house opening into the garden. Chairs on the lawn or on a terrace seem to extend the room outside so that the garden becomes part of the living room. Flowers, trees, and lawn are part of the living room furnishings. Insuring a pleasant view, this plan also provides the privacy needed for the modern picture windows.

The ideal proportion for a living room is considered to be two thirds as wide as long. It is desirable to have living rooms at least 12 by 18 feet. A well-proportioned room is easy to furnish, especially if it has a fireplace or a view window around which chairs and perhaps a sofa can be grouped to form a center of interest. For summer comfort, windows on two sides allow cross ventilation. Three exposures are even better, as long as they leave plenty of wall space for the large pieces of furniture.

A front door that opens into a foyer rather than directly into the living room is a definite asset, especially if the foyer has a closet for coats and hats. Even more desirable is the foyer which is also a central hall with other rooms opening into it. Then homecomers and visitors do not have to interrupt living room activities while removing their wraps and getting to another part of the house, and business callers can complete their errands without coming into the room. Remember how much Mrs. Lee wanted an entry with a closet? But remember, too, that she didn't get it. Many homes and apartments have been



New York State College of Home Economics

The living room is made for living—by all members of the family.

built without such an arrangement; and unless you build your own home—and perhaps even then—you will have to make compromises, of which this is possibly one. However, there is usually something you can do to disguise or improve the bad points of a dwelling. For instance, the Lees placed a decorative screen beside the front door so that the seating group, at least, was shielded from callers who came to the door without entering.

ANALYZE YOUR FAMILY'S LIVING ROOM

More thought and money are expended on the living room than on any other room—except possibly the kitchen. But few high school boys and girls have considered how plans for furnishing their own living rooms developed. Analyzing your own living room is a good start toward helping your family improve it or toward planning your own future living room. Think about the activities that your family considers most important. Review the general principles of decorating homes and of housekeeping management given in Chapters 6 and 7, and then cast an appreciative but appraising eye over your family's living room. What is your first impression of it as you step into it after a day at school? Try to determine what makes it pleasant or unpleasant. Use the Living Room Evaluation Chart below as a guide. You may want to turn in unsigned comments and suggestions for improvement which when correlated can serve as a basis for class discussion of the most common problems and possible solutions for them.



U. S. Plywood Corporation and Hedrich-Blessing

Small scale furniture with simple lines and a restrained use of pattern keep this tiny living room from looking its size. This room is suitable for the first stage of family life—or the last.

This living room is for a larger family. Its bigger dimensions will accommodate bulkier furniture. Note the gracious mingling of Modern and Traditional.

Westinghouse





Popular Home Magazine, United States Gypsum Company, and Hedrich-Blessing
Sturdy furnishings have been selected for this living room to withstand the onslaughts of a school-age family. Although the clock is decorative, it is also a reminder of times for music lessons and dentist appointments.

This well-lighted room is designed for quiet evenings at home—probably for a couple whose children have grown up. Note the individual chairs by the fireplace.
Popular Home Magazine, United States Gypsum Company, and Hedrich-Blessing



LIVING ROOM EVALUATION CHART

(Use a form similar to the following. Do not write in this book.)

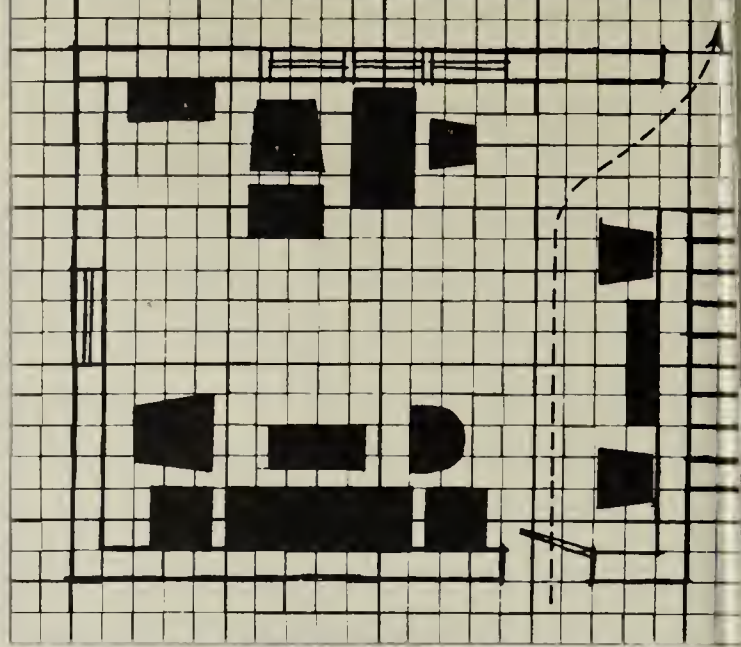
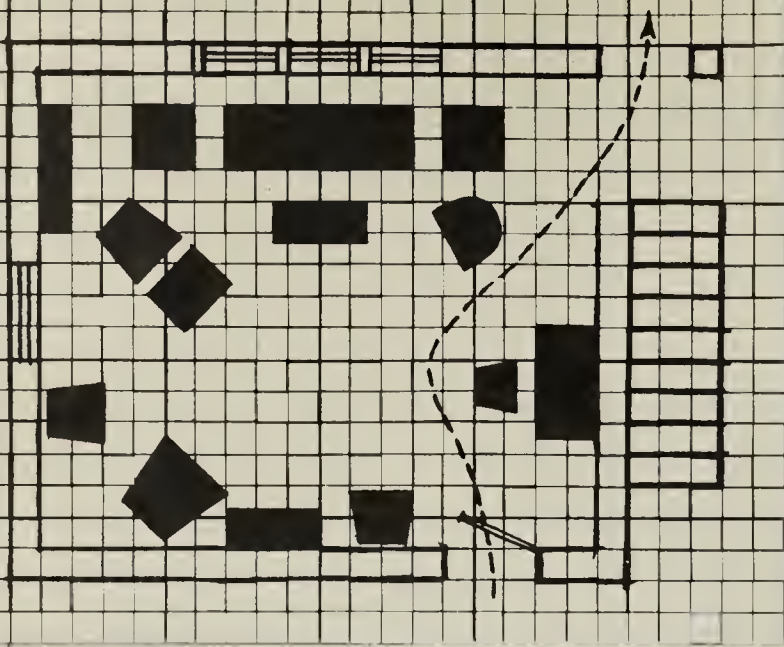
QUESTIONS	COMMENTS	SUGGESTIONS
1. Is the furniture arranged to encourage the activities the family enjoys?		
2. Is the color pleasant? Is it drab? Is it too restless and exciting?		
3. Is there pattern enough to provide variety without dominating the room?		
4. Is the room too long and narrow or is it unpleasantly square? Is the ceiling too high or too low?		
5. Is there a center of interest such as a fireplace, a view window, or an exceptional piece of furniture which catches your eye as you come into the room, and which is played up by a grouping around it?		
6. Is the room orderly or is it crowded and cluttered?		
7. Are the pictures and accessories appropriate in subject, size, and number for a living room?		
8. Is it easy to maintain?		

IMPROVING YOUR FAMILY'S LIVING ROOM

Of course you can't throw out all the furniture and start afresh. Perhaps your parents like the room as it is. Remember, they have planned it, so do not run it down. On the other hand, since it may have been years since they have really considered the room, they may welcome well thought out suggestions. Most rooms can be improved in simple, inexpensive ways. On a scale floor plan, you may show your family different possible arrangements. Whether or not your parents let you carry through your ideas, the study you make of an actual room will help you when you plan a home of your own.

Here are some possible improvements for you to consider when you are analyzing your family's living room.

From formal to informal. Rearranging the furniture to make it more convenient often eliminates the feeling of formality. For a family of readers,



United States Gypsum Company

At the left, furniture is not grouped for conversation and passageways are obstructed, showing lack of planning. The arrangement at right is preferable. The sofa grouping is balanced by the desk grouping in front of the large window. The passageway is clear. The room looks, and is, better organized.

have good lamps by the easy chairs, and magazine racks and tables for books handy. For music lovers, a chair by the record player invites use of the phonograph if decorative articles do not have to be removed from its top first. A hearth that is ready for a fire at the touch of a match gives warmth and cheer. A game on a table suggests playing.

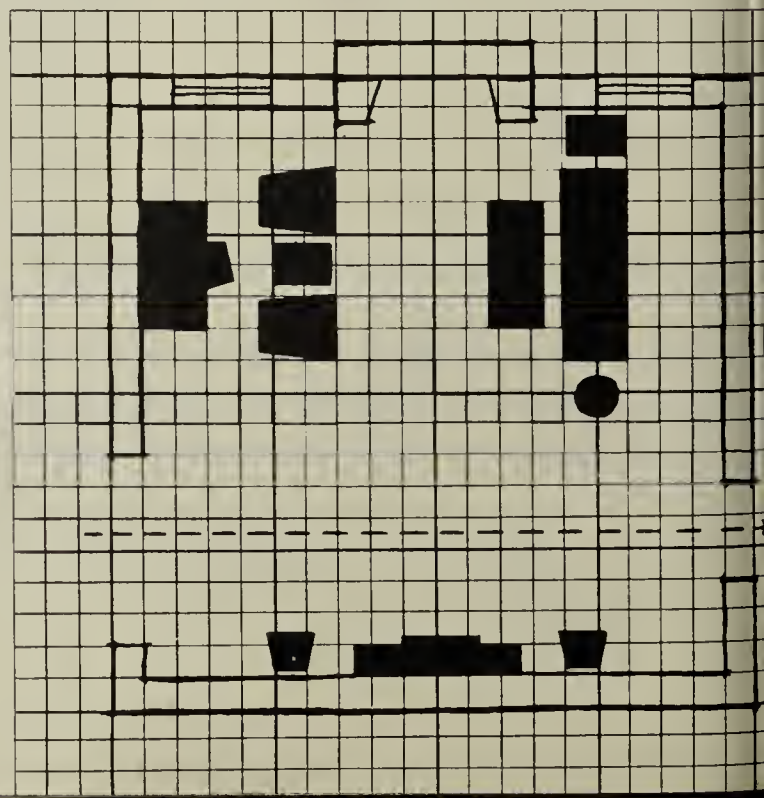
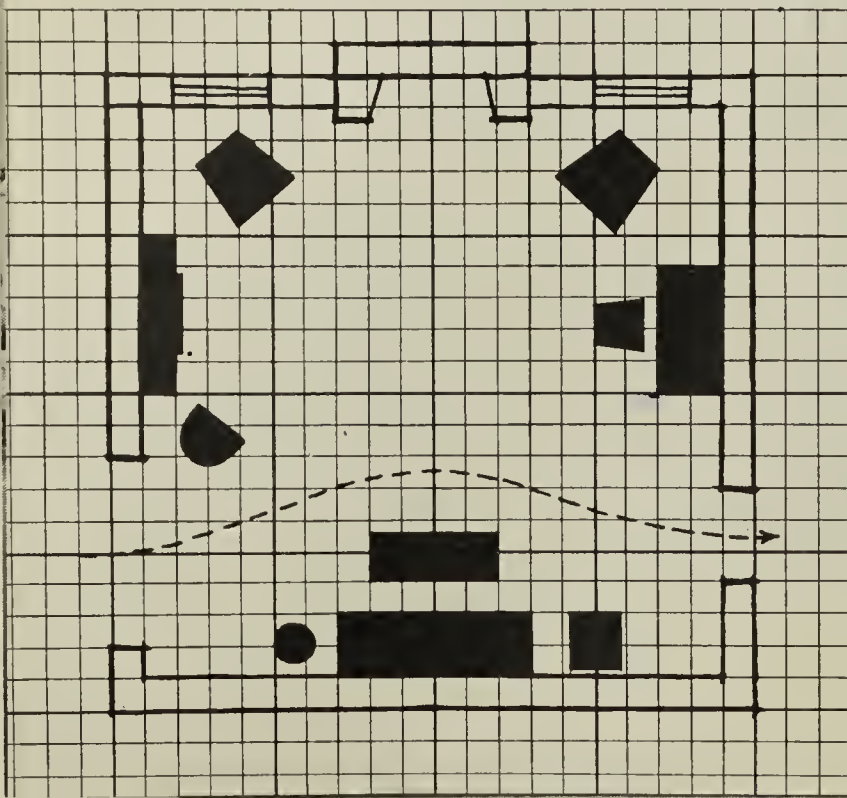
While the largest pieces of furniture should be placed parallel to the walls, chairs and small tables may be placed where they are most convenient. A few chairs placed on the diagonal make the room seem friendlier than if they are all placed at right angles with the couch or with each other.

Delicate satin or brocade fabrics may inhibit the use of the living room, for no one wants to be constantly worrying about damaging the furnishings. Slip-covers, removable for special occasions, could protect such fabrics for daily use.

To correct proportions. A high ceiling can be visually lowered if it is painted a dark color or if the color of the ceiling extends part way down the walls.

The furniture arrangement shown at the left is haphazard and obstructs passage to the other rooms. At the right the furniture is arranged around the fireplace, thus making that the center of interest. The fireplace grouping is balanced by the break-front on the opposite wall.

The Business of Farming Magazine, United States Gypsum Company



Light blue, or any retreating tint, will raise the roof. The proportions of a square or long and narrow room can also be changed by the wise use of advancing and retreating colors.

Furniture that is too large for the room is oppressive. Pushing it back against harmonizing walls helps cut it down to size, visually at least. If it is easier to slipcover the furniture than to paint the walls, do that instead. To solve the problem of furniture too small for a room, group the furniture with a picture or a group of small pictures to add weight to it. A couch that is too small looks more imposing when flanked by end tables. Skimpy rugs look better entirely out from under furniture rather than just an inch or two under it.

From clutter to order. Whenever furniture is inappropriately grouped, an impression of clutter results. The secret of good arrangement lies in grouping related pieces compactly with some open space between groups, so that the room looks organized and balanced, and so that it suggests activities for individuals and groups.

The patterns of rug, draperies, and upholstered pieces, all different, give this room an unnecessarily busy effect, not relieved by the over-decorated mantelpiece.

New York State College of Home Economics



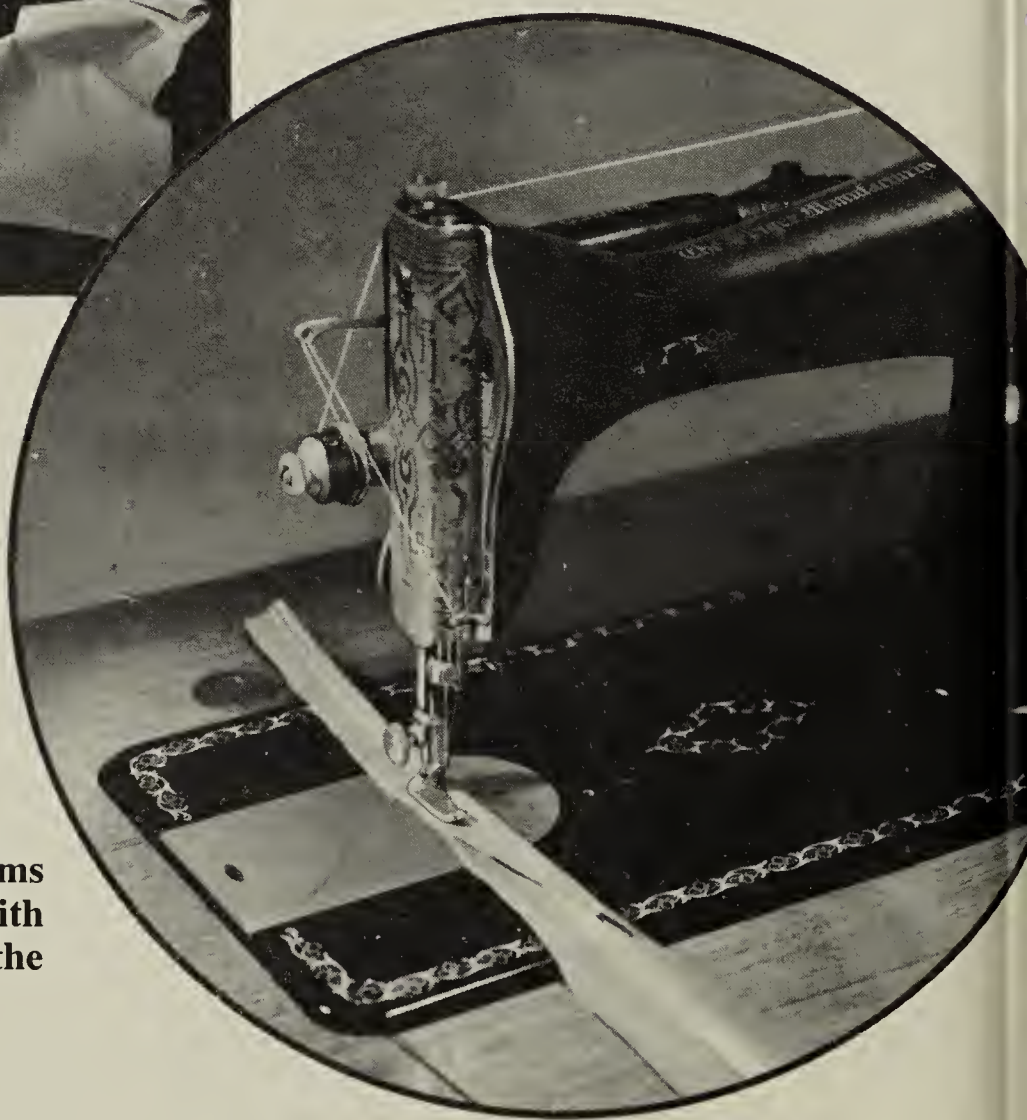
HOW TO MAKE SLIPCOVERS

Series from Singer Sewing Centers

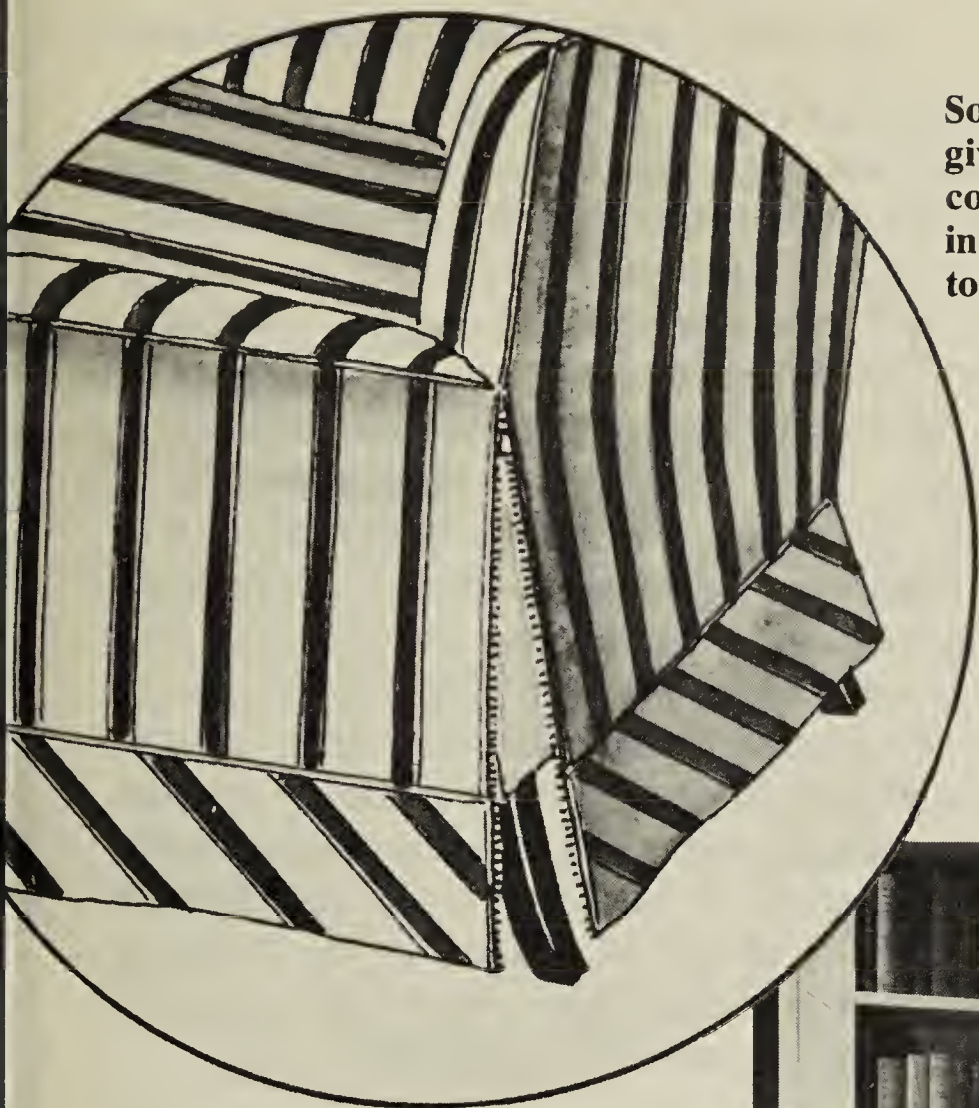
First measure the chair, allowing for seams. Cut material and pin the pieces together on the chair to get a snug fit. Trim off, leaving $\frac{1}{4}$ inch hems.



Make cording with $\frac{1}{4}$ inch hems too. Then pin cording in place with hems aligning with hems of the material. Baste and sew.



Sometimes a zipper is needed to give a snug fit and to make the cover easy to take off for laundering. Zippers are used on cushions too.



A finished slipcover—cool and inviting for summer, appropriate for any time of the year.



If there is not enough unbroken wall space for the large pieces of furniture, an unnecessary door or window can be covered with drapery that harmonizes with the wall color. It is not necessary—or even desirable—to use up all the wall space. A few empty spaces lighten the room and make it more comfortable to be in. Pieces of furniture that are not used are better removed.

Of course, too much pattern, or too many colors, or too many pictures or accessories also make a room confusing. Slipcovers in plain colors or all in one pattern will solve the first two problems, and rotation the latter two. After a time you no longer notice and enjoy pictures and accessories; for that reason it is wise to put some of them away from time to time. You can bring them out occasionally to replace the ones you are using currently. A lamp and possibly two other articles are sufficient for any end table. Smoking accessories, a flower arrangement or plant, and a few current magazines are all that a coffee table should support at one time. Pianos and mantels tend to become catchalls. A piano can well be left unadorned, and too many things on the mantel detract from the major decoration—a picture, a clock, or whatever it is. Pictures should be hung at eye level and in relation to the furniture grouping. Placed at random, they add confusion rather than harmony. Another reason for clutter, poor housekeeping, we will take up later.

YOUR FUTURE LIVING ROOM

After you have worked with an existing living room, it should be fun to start a decorative scheme from scratch. Get out the floor plans of the home you chose back in Chapter 4 and imagine how you would like to furnish the living room, keeping in mind what your activities will be. Collect paint and fabric swatches and pictures, if you can get them, of the furniture you would use. As you develop your plan for the living room, make decisions about which you can say, "This would be my choice if I were establishing a home now." Unless you make choices, you will not learn to use the principles of decoration or develop your own skill. Fit your choices into the budget appropriate for the income that a young couple in your community might realistically expect to have. Ask yourself questions, and answer them as you plan. Review the activities that families provide for in the living room. Can you eliminate some of them? Are there other activities you want to provide for? What are the essential pieces of furniture you will need? Polls of high-school classes show a general agreement that the davenport is one of the most important pieces of living room furniture; next in importance come an upholstered chair and a radio or television set. Then, depending upon the size of the room and the budget, the classes add such pieces as end tables, lamps, a coffee table, and a desk. Storage space for books, music, records, games, and other equipment often used in the living room come up next for consideration.

Would you start with a davenport and an upholstered chair? What other pieces would you include if you were asked to select essential pieces—those that would make it possible to use the living room in ways satisfying to you,



HOW TO HANG WALLPAPER

Series from United Wallpaper Company

Manufacturers are making it easier and easier for you to hang your own paper. There are new, improved pastes on the market and you can get paper that is already pasted and trimmed. Investigate before you buy.

For hanging ordinary wallpaper, you will need a pair of good scissors, a straight-edge ruler, a sharp knife or razor blade, a putty knife, a plumb line (a kitchen spoon on the end of a string will do), paste, a wide brush for applying it, a roller, a large soft brush for smoothing the paper after it's up, and a sponge. Inexpensive kits containing most of this equipment are widely available.

When you go to the store to buy wallpaper, take room measurements, including doors and windows, with you and your dealer will be able to tell you how many rolls you need. Once you have selected the paper, the first step is to prepare the wall. If you are papering over paper, paste down any loose edges. All paint should be thoroughly washed with soap and water. Fill holes and cracks with patching plaster. When the wall surface is thoroughly cleaned and smoothed with sandpaper, cover with a glue sizing which you can buy where you buy your wallpaper. Start papering by a door or window in an inconspicuous part of the room since this will also be where the paper ends and the pattern probably won't match. Work with one strip at a time throughout the steps in papering and you should end up with a professional-looking job.

One person finishes sanding the wall while the other chalks the plumb line. After being chalked and swung, this will leave a straight line against the wall to serve as a guide in getting the first strip absolutely straight.



Instead of using a ruler to measure off the strips, one paperer can hold the end of the paper ceiling high while the other unrolls it to the base-board, carefully following the plumb line. This makes it easy to match the pattern. Leave an extra inch or two top and bottom. (*Continued on next page.*)



A card table is big enough to use for applying paste because you fold sections over—paste to paste—as you finish doing them. This makes the strip easier to handle.



Trim margins after applying paste. Do a careful job because strips should overlap only the width of a wire.

Mistakes will happen. If you cut a strip too short, you can try adding a slice.



Smooth down with a brush. Sweep across the strip toward top, bottom, and sides to get rid of air bubbles.



You can use both hands to do this job efficiently. One hand uses the roller to press down the seam, the other follows to sponge off squeezed-out paste.

Woodwork edges aren't perfectly straight, so paste the paper on the wall with an overlap and trim it off. A crease made with the brush or the back of the scissors will show you where to cut.

Couple B borrowed books from the library and from friends on refinishing furniture and sewing for the home, and then spent many evenings and week ends working together. Do you think that they gained anything more from their experience than an attractive living room at moderate cost? By using second-hand furniture and by making their own draperies from material they bought, did they have a wider choice of furnishings than couple A?

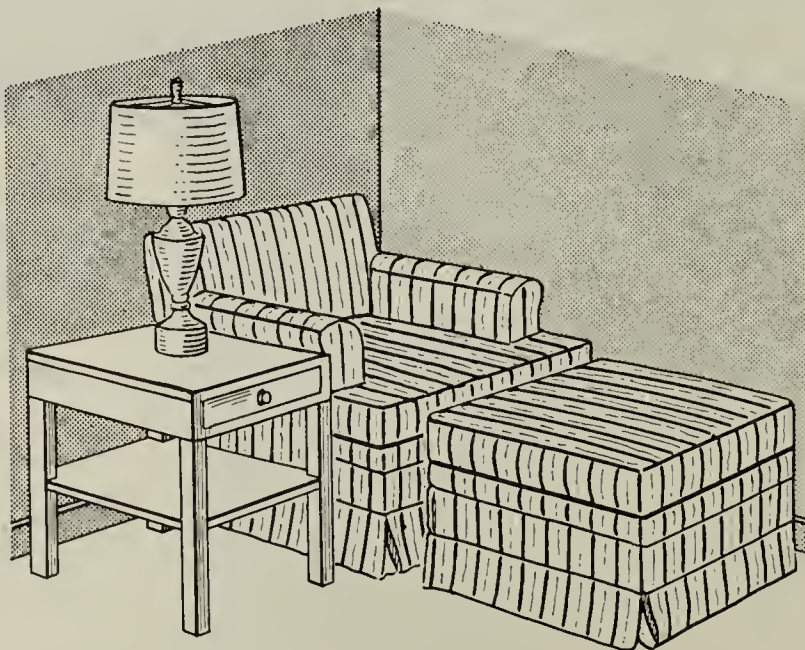
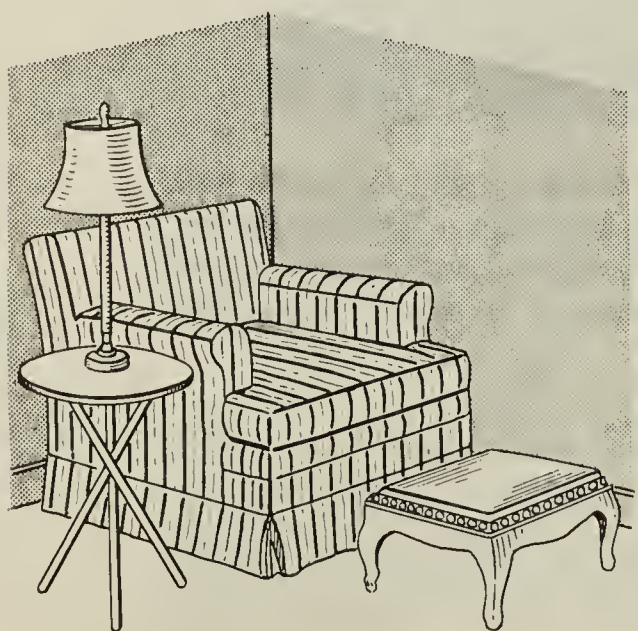
Which living room do you suppose was the more attractive? Which couple do you think enjoyed their living room most? Which couple learned most from their experience? Which plan will you follow when you are furnishing a living room?

SPECIAL PROBLEMS OF THE ONE-ROOM APARTMENT

There are a number of factors that make one-room apartments desirable. Girls setting out on their own want neither the expense nor the responsibility of a large place. Young couples, too, economize on their time and money, especially since the young bride often works a year or two to help build up a nest egg. The one-room apartment naturally requires less furniture than larger apartments, therefore putting less strain on pay checks. More such apartments became available during the housing shortage, when landlords divided dwellings into the greatest possible number of units. Housekeeping is at the minimum in such an apartment, leaving inexperienced housekeepers free to learn new skills, and giving the young couple more time to spend together, to go to concerts and the theater, to take courses at night school, to see friends, and to have a full social life. Of course, a wife who does not work or who is not out many days a week must feel cramped in such small quarters, but for the couple both of whom have jobs or go to school, a one-room apartment can be perfectly comfortable.

A sense of proportion is more important in decorating than a full pocketbook. The effect of the chair at left is spoiled by a spindly ottoman, table, and lamp. At right, the sturdier accessories are in keeping with the chair and the effect is pleasing.

Popular Home Magazine, United States Gypsum Company

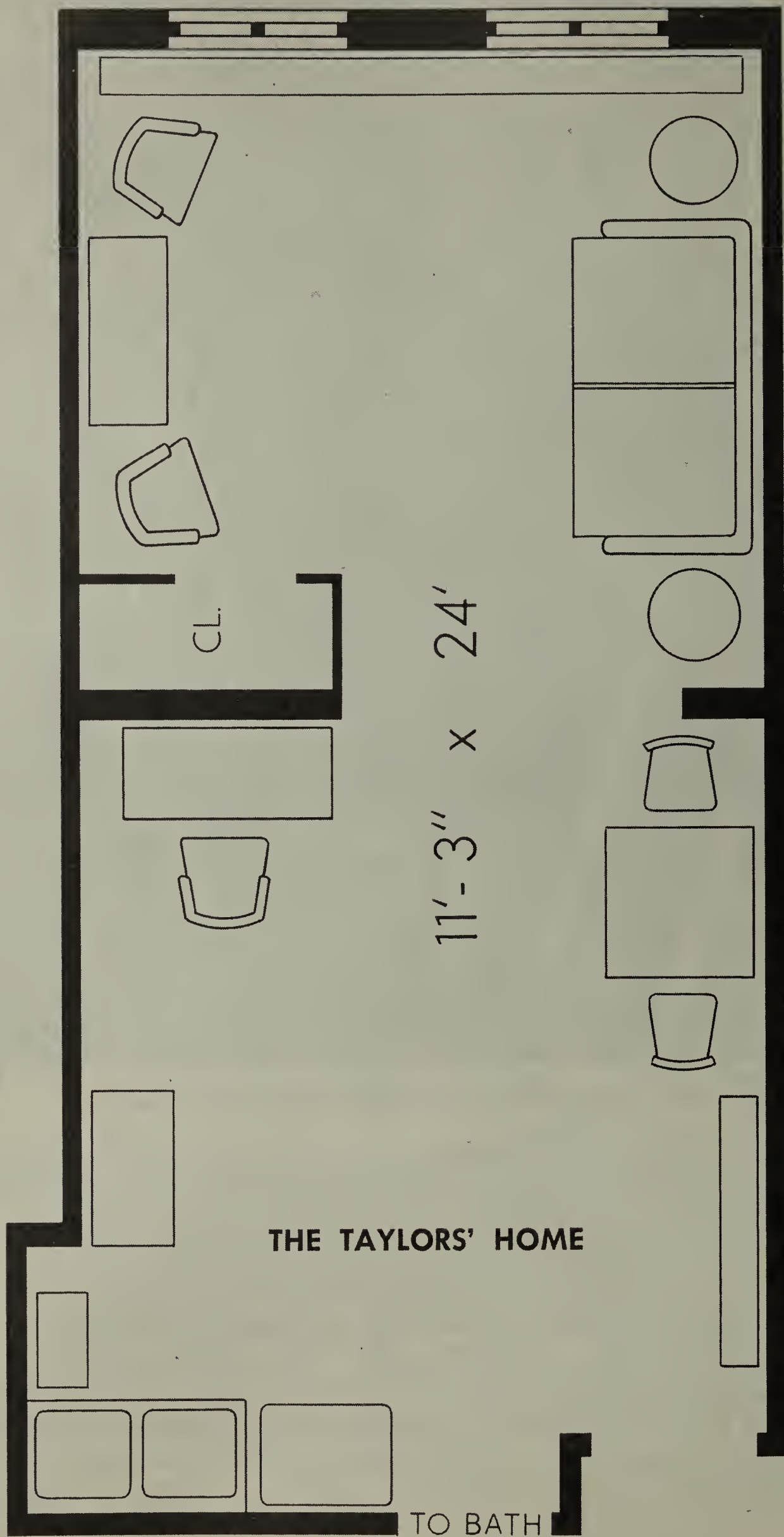




Pellegrini

The Taylors' first inspection of their apartment was not encouraging.

One couple's experience. Such a couple were the young Taylors, who rented their first home in the summer of 1950. Sam was a salesman for a drug house and Judy was a secretary with an electrical company. They wanted to live in the heart of the city and not waste time being jolted and jostled on a bus each day. They did not own a car, and had no intention of supporting one. Apartments were scarce that summer and looking for one was a hot and disheartening task. There were few listed in their rent range and those few always seemed to be taken before the Taylors arrived on the scene. Finally, Sam heard about an old building in a poor neighborhood which had been boarded up for several years, but which the landlord had decided to remodel into one-room apartments. The building turned out to be in a dilapidated



THE TAYLORS' HOME

TO BATH



Pellegrini

The table lamp (yellow) was a wedding present. The floor lamp was bought at a sale in a department store. The platter above the desk had to be taken down occasionally for table use.

condition, but the landlord promised new plumbing and kitchen equipment. Since the choice seemed to be between that and living with parents, the Taylors signed a lease for an apartment on the second floor rear.

The first decision they had to make was about the color scheme. The Taylors chose light grey to push those four walls back as far as possible, optically at least. To go with it, they planned to use green and yellow furnishings.

Now the problem was to fit everything needed for a household into a room 11 by 24 feet and give the impression of a living room—all on a limited budget. As you can see in the floor plan opposite, the room was divided approximately in the middle by a clothes closet extending out into it and an archway. The only two windows, besides one in the bathroom, were at the opposite end of the room from the entry. Because of this layout, they divided the room into areas as follows: window half for sleeping, reading, conversation; entry half for cooking, eating, and study.

The main problem in the "living room-bedroom" half was to disguise the bed and have it double for a sofa. Inexpensive studio couches were available but the Taylors wanted something which was comfortable, easy to operate, and didn't have to be made up each night. They bought a good sofa-bed which could be made up with linens for sleeping before it was folded up to provide a comfortable sofa. That was their one big investment in home furnishing (around \$350), but they considered it a wise one because they felt they would be able to use it after they moved to larger quarters, where it would serve as a couch as well as for overnight guests.

An old bedside table beside the sofa and an old-fashioned dresser, cut down to a more modern height and painted the light grey of the walls, completed the bedroom furniture. Both pieces were from parents' attics. The dresser-become-chest was placed opposite the couch and served as an end table between two chairs from Sam's bedroom at his parents' home. Thus, they could seat five people comfortably without moving furniture in from the other half of the room.

For their books, Sam and Judy constructed cases by supporting boards (sanded and rubbed with linseed oil) with bricks (cemented together with patching plaster and shellacked so that they would not shed dust). These bookcases extended across the "living room" and came up just to the level of the two windows. Another such case, this one three shelves high, fitted on the wall beside the front door.

The thing that really made the "living room," and in fact the whole apartment, was the draw draperies above the low bookcases. Made of fabric with a simple geometrical pattern in green and yellow on a white background, these covered the whole wall effectively when drawn at night. During the day they were parted into three panels which covered the wall except for the two windows. Judy borrowed a sewing machine to make them and Sam put the rod up, but it took both of them to figure out just how large to make the pleats so that the pattern would meet at the center of each of the windows. Material for the draperies ran to about \$30.00, but they believed they would be able to use it later, perhaps in a bedroom, before it became so faded that they would have to discard it. The hardware seemed expensive at the time, \$8.00, but since it was of the kind that could be reused on a different length rod, they felt sure they would keep it in constant use wherever they moved later.

At the "kitchen" end of the room the landlord provided range, sink, refrigerator, and a small above-sink cabinet, but no work space! The Taylors disliked the idea of buying a standard kitchen table for such a prominent place in their home; instead they bought an old-fashioned washstand at a second-hand dealer's for \$15.00. A handsome piece of oak furniture, it held pots and pans very well and had a drawer for small kitchen equipment. Sam fixed the insides of the doors to hold lids. They attached plasterboard to its back (painted grey to match the walls) and hung their most often used copper-bottom pans where they were handy and decorative. A cutting board was placed

Pellegrini
Areas in the one-room apartment
were sharply defined — sleeping,
reading, “living” at one end; cook-
ing, eating, and study at the other.



on its top, and this unconventional kitchen table was ready for use. They thought they might find uses for it in later years—perhaps as a bath and dressing table in the nursery.

An old bookcase, also painted gray, fitted in an indentation in the wall between the washstand-kitchen table and the sink and held a few kitchen supplies and the mixer, a wedding present. Sam built shelves above the bookcase for canned goods, spices, and “ingredients.”

To eat on, the couple found an old discarded bridge table in Judy’s parents’ cellar. They repainted it and three of its chairs green, and covered the top of the table and chair seats with yellow oilcloth. No tablecloths necessary! This was pushed against the wall by the archway. When another couple came to dinner, they moved the table away from the wall and brought over the desk chair. More than four guests were served buffet style.

The final piece of furniture the Taylors moved into the apartment was a maple desk given to Judy by her parents when she started high school. It was placed against the back of the closet on the kitchen side, and with the oak washstand, the bridge table, and the bookcase, it kept the area from looking too “kitcheny.”

Sam and Judy lived happily and comfortably in their one-room home for two years, leaving it only when they had their first baby. From their experience, they learned that even the smallest and most run-down of homes can be made comfortable and attractive with the application of a little imagination and elbow grease.

HOUSEKEEPING IN THE LIVING ROOM

As you know, each family has different standards and different housekeeping problems. No one can successfully set down procedures to be followed daily, weekly, and occasionally by any family except his own—and then only after family council. However, the following suggestions will give you ideas to use in working out your own household management schedules. The Glossary of Cleaning Techniques on pages 261–289 lists practical methods that have been worked out for doing each particular task.

The living room is the room that gets the hardest use. Keeping it straight is a family project. Each person should be responsible for picking up such things as books, glasses, and ashtrays after himself and his guests. Otherwise to prevent the place from looking untidy and cluttered, a long-suffering homemaker must pick up after everyone. Such lack of cooperation is not only inconsiderate, it also works against the relaxing atmosphere which is one of the goals of family living.

Daily care. Even though each family member clears away his own debris, there are still things to be done daily to keep the living room fresh and inviting. These things are suggested for daily care:

1. Open the windows top and bottom to clear the air in the room. In cold weather, you will have to work fast to keep warm while the windows are open, and that is all to the good.



Sunset Magazine
A carport with open sides is cheaper to build than a garage and is perfectly suitable for a warm or moderate climate. It can even double for dancing.





B. Altman
A color scheme taken from
the picture on the wall.

2. Take out faded flowers, empty wastepaper baskets, and collect small objects such as ashtrays that need attention or that belong in other rooms.
3. Dust systematically, working from left to right around the walls of the room (if you are right-handed). Dust higher surfaces before you dust lower ones; for instance, the shade and bulb of a lamp before its base. Whisk crumbs or ashes off furniture.
4. Remove any spots on woodwork or furniture.
5. Mop the floor, if the carpeting is not wall to wall. This is not just to pick up dust, but also to polish the floor between waxings.

The occasional task of waxing the floors thoroughly is greatly simplified if you can rent an electric polisher like this one. Some hardware stores offer them for rent at a small price per day.

S. C. Johnson & Sons, Inc.



6. Use a carpet sweeper to pick up crumbs and dust.
7. Put all the furniture in place, plump pillows, close the windows, and adjust the blinds. Return to their places the things collected in Step. 2.

Weekly care. The weekly cleaning is more thorough than the daily pick-up. These are the tasks that many homemakers think should be done once a week in the living room. You may do the whole room at once or spread the tasks throughout the week, doing the furniture polishing for all rooms on one day, the vacuuming another, and so forth. The order of cleaning will vary somewhat, according to the equipment you use. With a vacuum cleaner or carpet sweeper, you do the floors and rugs last. If you use other implements for such jobs—dust-raising equipment such as brooms, for instance—you dust the flat surfaces last. The usual weekly jobs are these.

1. Clean the fireplace, if it has been used.
2. Dust mirrors, pictures, and lighting fixtures. Even a light coating of soil on globes or bulbs reduces the amount of light.
3. Clean radiators or registers.
4. Dust books and bookcases—or at least a shelf or two each week.
5. Use vacuum cleaner attachment on pillows, upholstery, draperies, and Venetian blinds.
6. Clean and wax window sills and wipe off finger marks on areas around door knobs and light switches if necessary.
7. Clean and polish wood furniture.
8. Clean and polish wood floors.
9. Use vacuum cleaner on rugs and carpet.
10. Make fresh flower arrangements.

Occasional tasks. Occasional tasks can be worked into the weekly cleaning whenever they need to be done—or a special day in the week may be saved to do these jobs.

1. Brush walls.
2. Clean walls.
3. Wax floors. Use extra coats of wax in front of the fireplace and entrances where there is more than usual wear.
4. Give rugs special care; wash them or have them cleaned, turn them, have them moth-proofed if they are to be put away.
5. Wash curtains and slipcovers.
6. Shampoo upholstered furniture and lampshades.
7. Thoroughly clean window shades or wash and wax Venetian blinds.
8. Thoroughly clean radiators.
9. Thoroughly clean fireplace.
10. Wash windows, mirrors, and picture glass.

THE LIVING ROOM AND FAMILY LIVING

The living room is the group room—the room shared in common by the family and, to a lesser extent, by friends. Its arrangement and decoration

must be a compromise among the tastes of the various individuals concerned. To give a practical illustration, there must be deep chairs for tall people, short ones for short people, and low ones for the children.

Democratic family living shows itself not merely in provision for the comfort and pleasure of each individual, but also in the sharing of the use of the room. This common room should not be monopolized by the teen-agers of the family entertaining their friends, although of course they should have it on some occasions. Everyone should have a chance to do special entertaining in this room, and everyone should show consideration for the others by keeping it neat.

Unit furniture adapts to changing housing needs. These two chests and the square end table can serve for several years in the living room and then fit harmoniously into the master bedroom. The coffee table, if its leaves are dropped and cushions added, becomes a bench. The sofa breaks up into separate chairs or may be made as long or short as the space requires and the pocketbook allows.

Drexel Furniture Company





Heywood-Wakefield Company

Simple flowers or greens add a fresh touch in a room.

ACTIVITIES

1. **Be prepared** to present your “future living room” plan to the class. In a large group you will have to copy it on the blackboard so that everyone can see. Use colored chalk to indicate the color scheme. Pass around the fabric swatches, color samples, and pictures of furniture you have collected. After your explanation, ask the class to discuss the merits and weak points of your plan.
2. **Work out** a cleaning schedule for your present living room. It may or may not follow the schedule given at the end of this chapter, but it should be more detailed and specific. Fill in the time it takes to do each task, after you have experimented and discovered the fastest way to do a good job. Bring your schedules to class and compare them. What are the standards on which you based your schedule?
3. **Get the best information** you can on flowers that can be grown from seed in your community. List them with notes on how, where, and when to plant each of them, along with pointers on follow up and cultivation. Talk with gardeners about time for planting in your neighborhood for both flowers and vegetables if you are in a rural community. List essential garden tools and get prices on them. Try to find a gardener who has kept accounts to get accurate figures on the cost of a small garden—the tools, fertilizers, seeds, plants, and services that have to be paid for and the storage space needed.

CHAPTER 9

THE DINING AREA

Let us hope that scientists never perfect pills to substitute for meals. Family life might fall apart. The living room may get the most traffic in the house, one family member after another using it almost constantly. But the dining table is often the only place where members of a busy family gather every day and catch up on each other's activities. The area must be fully equipped to meet the needs of mealtimes. If it is also attractive and comfortable it will encourage the social aspects of such occasions.

Dining, however, takes only a few hours a day and with space at a premium, many families today want the dining area to be useable for the other hours of the day. Of course, a big dining-room table, if it is well lighted, is a natural place for homework and games. It is also a fine place to spread out sewing and to wrap presents. Storage space for the equipment used in these and similar activities makes the dining room just that much more useful.

In recent times, because of the high cost of space, there has been a trend toward using as a dining area an alcove between the kitchen and the living room or even an end of the living room itself, instead of having a separate room. Much can be said for such an arrangement wherever quarters are cramped. However, a dining room that can be shut off from the living room still has certain advantages. You and your guests can "retire to the living room" after dinner without a glance behind. If the dining table is part of the living room furniture, however, you must either clear off the table or look at dirty dishes all evening long. Another advantage of a separate dining room is that you can decorate the table for a birthday party or some special affair and save the surprise of it until all the guests are assembled. This is particularly important for children's parties where the oh-ing and ah-ing at table decorations are a high point of the festivities and something to climax an afternoon of games.

Whatever a dining area is—a separate room, an alcove, or a part of the living room—its proper placement is next to the kitchen. The shorter the distance from stove to table, the better. If there is a door between the two, it should be a swinging door so that the homemaker can back into it with both hands full. If it is at all possible, dining areas should be placed with an eye to the view. Somehow the sight of a few trees, a bit of sky, and perhaps a hill in the distance aids digestion. It isn't only proteins and calories that we need at mealtimes!



Drexel Furniture Company

Few families can devote such a large, well-furnished room to dining as this formal Traditional room. The dining area below is more typical of what most young couples can hope to attain. Note the chair just outside the kitchen. Two of these are used as occasional chairs in the living room. Later, when the couple have more room, these two chairs will take their places at the ends of the dining table. Note, too, the two low bouquets arranged in water glasses rather than one larger centerpiece. Table decorations should never be so large that they prevent people from seeing one another across the table.

Living for Young Homemakers and Hunter College



ANALYZE YOUR FAMILY'S DINING AREA

Are mealtimes pleasant in your family? Could they be made more so? Do you think the setting has anything to do with it? Analyze the dining area in your family's home. Maybe you can do something to improve it. Talk with your parents about how they decided what kind of dining table to get and whether the china and silverware they selected originally are the kinds they would choose today.

DINING AREA EVALUATION CHART

(Use a form similar to the following. Do not write in this book.)

QUESTIONS	COMMENTS	SUGGESTIONS
1. Does the atmosphere of the dining area contribute to the pleasure of the meals served there?		
2. Is there a pleasant view?		
3. Is the size of the table in harmony with the size of the area? Is it cozy enough for family meals and yet large enough or expandable enough for guests?		
4. Is the table firm?		
5. Is the lighting adequate, but not harsh?		
6. Do the dishes, glassware, and tablecloths or mats harmonize with the colors of the walls, rugs, and chair upholstery?		
7. Can the area be used conveniently during non-dining hours?		
8. Is it easy to maintain?		

IMPROVING YOUR FAMILY'S DINING AREA

Before you condemn your mother's curtains and lighting fixtures, consider the effect she has achieved. Although you may prefer the streamlined effect of Modern furniture and accessories, the Traditional setting she has made for family meals may be exactly the one that suits her thinking and personality, and brings the most enjoyment to the family as a whole. Nevertheless, since most of us cease to look with seeing eyes at the familiar, it may be time to consider the room carefully. Perhaps you can make it even more pleasant with minor changes that the whole family approves.



New York State College of Home Economics

The table against the wall leaves a clear passageway from the kitchen to the living room. The chest serves as a sideboard and with a dining chair on either side of it forms a group for the end of the room. Figured wallpaper is a good contrast for the plain areas of floors and furniture. The plain draperies are of a darker tone than the wallpaper and end at the windowsill, contributing to the note of informality. The braided rug has been correctly laid close to an important object.

From drab to cheerful. A coat of fresh paint may be the only thing that a depressing dining area needs. You can use brighter colors or bolder wallpaper in the dining room than in the living room because you spend less time there. However, if the dining area opens off the living room or is part of it, the colors of the two areas must harmonize. Dining chairs are usually easy to cover—and do not require much material. Patterned fabrics in a deeper tone of the wall paint are attractive, or plain ones to harmonize with the color in the wallpaper.

Harsh lighting from unprotected bulbs can make a dining room dreary too. Mealtime calls for soft lighting, and frosted bulbs substituted for bare ones in a chandelier or wall fixtures will make a tremendous difference. Candlelight adds glamour to the simplest evening meal.

If there is no pleasant view, a window box or indoor garden is a reasonable facsimile—and may provide a pleasant hobby as well.

From annoying to comfortable. Nothing causes more frowns and growls than a table that is not steady—especially if the man of the house is expected to carve on it. Such a table can start dinner off awkwardly night after night. If the table cannot be repaired to stand solidly on its feet, get rid of it. Any other table will be preferable. You can make an attractive new table from a modern plywood door, available at almost any lumber yard. These doors are light since they are hollow, and their wood, chosen for attractive grain, is already finished. Therefore, no sanding, staining, or waxing is necessary. You have to improvise legs of some kind, but there are many possibilities. Modern, metal-legged saw horses will do if no one in the family is talented in carpentry—or metal piping screwed into flanges, in turn screwed to the door.

Solving the problem of cramped quarters is sometimes harder than providing a sturdy table, but it can be done. For example, there is no reason why

This small dining area looks spacious because of the small scale of the furniture, its uncluttered lines, and the fact that the table is pushed up against a wall. Note the antique clock and the flower arrangement. They are placed so that they form a unit. This is part of the model apartment set up by a New York University class with the help of a furniture store (see bedroom, page 215). Often such stores are glad to cooperate with a class which wants to furnish a model apartment.

The Engel Furniture Company and New York University





Ewing Galloway

A terrace adds an extra room to a house—a room with unlimited uses. Furnished with inexpensive outdoor chairs and table, it provides a pleasant place for dining. Parents can relax in the sun within sight of children playing in the yard. And it is a room that can be built by the homeowner himself, as shown on opposite page.



YOUNG HOMEMAKERS BUILD A TERRACE

Series from Living for Young Homemakers

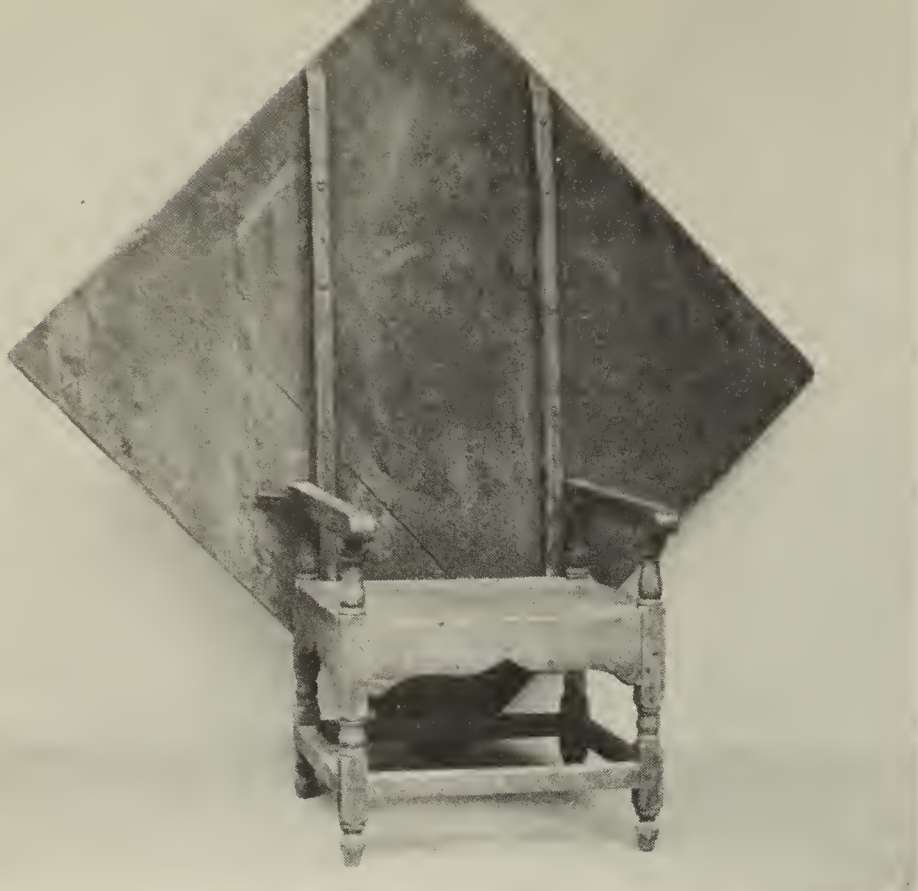
1. Foundations must be dug below the frost line; then a frame built and eight or nine inches of cinders or gravel packed down in it.

2. An inch or two of sand or soil on top and the terrace is ready to be rolled to form a firm foundation.

3. Ready-to-use concrete saves mixing. You just stir in water and pour. If you prepare it in a wheelbarrow, pouring will be easy.

4. A board is useful for leveling off the top. When the concrete is dry, remove the wooden frame.





The Metropolitan Museum of Art

Convertible dining tables are nothing new. Here is a Colonial one that made its appearance only at meal-times. During the rest of the day it functioned as a chair.

the table has to be in the center of the room, especially if the dining room serves as a passageway between two other rooms (a bad arrangement, but one hard to remedy in existing houses). By pushing the table back against the wall you can clear the passageway and make the room seem a little larger. A picture or a wall lamp above the table makes the table look as though it really belongs there.

From idle to useful during non-dining hours. Of course, if you live in a mansion, you will have a separate room that is used only for dining. In that case, you will have other rooms where family members can carry on their hobbies, study, and work on special projects. However, most families are crowded enough to need to use the dining room occasionally during non-dining hours, even at the cost of having to pick everything up at mealtime. Storage space—drawers, cabinets, or a closet—minimizes the difficulty of putting things away. An armchair or two and a good reading light may also work overtime in the dining room—especially if the television set or radio is frequently in use in the living room.

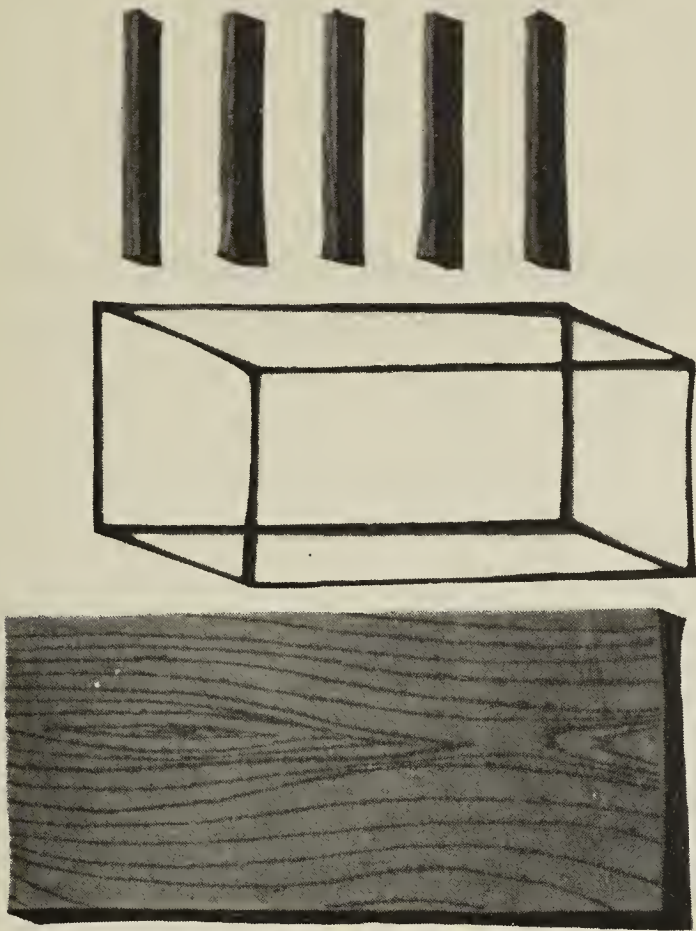
YOUR FUTURE DINING AREA

Furniture. After you have planned improvements—or perhaps actually done them—in the family dining area, get out the floor plans you chose in Chapter 4. Collect clippings of the furniture, paint or wallpaper swatches, and upholstery samples you would like for the dining area. Of course you will need a table and chairs, and you will find a wide variety to choose from. There are square tables, rectangular tables, round tables, and oval tables. For a large gathering a round table that expands with leaves into an oval is very pleasant, because it enables everyone to see everyone else comfortably and conversation can be general. For a group of six or fewer, the shape doesn't matter so much.

Gadgetry is rampant in the dining table business. You can buy tables that open out from chests, that convert from cocktail tables, and that, with a twist

HOW TO BUILD A DINING TABLE

Living for Young Homemakers



Materials for bookcases: 1" x 12" pine shelving, two pieces 36", two 24", one 34½"; sheet ¼" plywood 25"x35"; screws, brads.

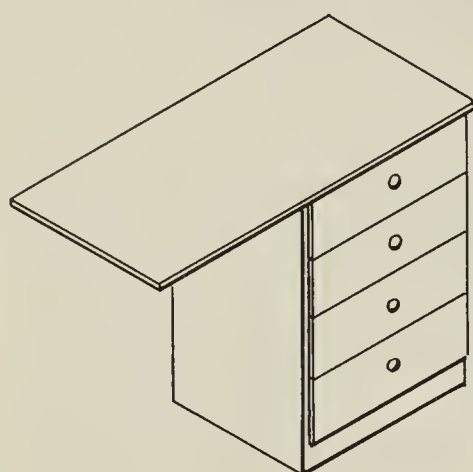
Have wrought-iron sections made into rectangle frame 26" x 56" x 24", corners welded. Space the five 2x3s, on edge, across the top of frame and fasten with screws to long upper pieces of iron frame. Shellac the door and lay it over the 2x3s, fastening it to them with screws. Result—handmade table shown below!



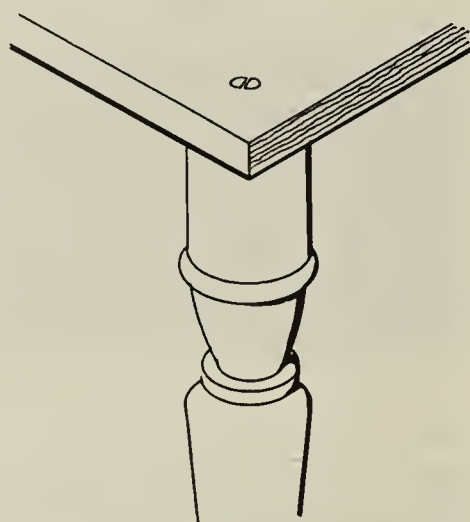


A USEFUL LAMP TABLE

Living for Young Homemakers



Materials: Unpainted chest;
 $\frac{1}{2}$ " plywood, 2 spindle legs;
 $\frac{1}{2}$ " half-round molding;
 screws, nails.



Cut plywood to depth of chest and the desired length. Nail it to the top of chest. Attach spindle legs by screws through plywood. Nail molding around edge of plywood top.



of the wrist, double as benches. There is no doubt that these are space savers, but against that you must balance their cost, which is often high, and their inconvenience. It really is not convenient to have to lift everything off the cocktail table and make the adjustments that convert it into a dining table or to collect chairs from various places two or three times a day. But some adjustable arrangement like the old-fashioned hutch-table may be ideal for a living-dining room or a porch.

There are three things to keep in mind when you are selecting a table: the number of people you will want to serve on special occasions as well as every day, the way you will serve them, and the position of the table legs in relation to the chairs. You can always give a buffet for a large group, of course—but you do want to be able to seat a family gathering for an occasion such as Thanksgiving. If you bring in plates already individually served, or if you have a maid to serve formally, a narrow table will be practical. If, however, you put serving bowls and platters on the table and let the diners pass them, you will need a wide table.

You may or may not want or have room for other dining-room furniture—buffets, serving carts, china cabinets as well as storage units. But it is a great convenience to be able to store table linens near the place where they will be used.

Linens. “Linens,” dishes, glassware, and flatware are an important part of dining-room furnishings. If there are children around, you will not want to use your double damask cloth and your best china every night; but there is little excuse for using soiled linen and chipped and mismatched dishes for the family. Attractive washable mats, paper napkins, dishes, and glassware can be bought at the five and ten. Buy things that you can afford to use, so that occasional breakage isn’t disastrous. Then use them all the time, for family and friends. If you have china and glassware that you use only occasionally, you will have the problem of storing it and keeping it clean. Some plastic covers for the stacks of dishes and tarnish-proof wrapping for the silver will simplify the problem, although it will not completely eliminate the necessity for washing dishes and silver before using them. And never feel that such “fine feathers” taken out for guests is any substitute for true sincerity and graciousness.

Tablecloths come in cotton, rayon, and linen in various sizes and in a wide selection of colors and patterns. Know your table size when you shop for cloths. There are some specially treated cloths that can be wiped off with a damp rag. Place mats come in all the materials that cloths come in as well as in cork, plastic, fiber, plastic-faced cardboard, and so forth. Some people prefer mats to a tablecloth because they show off a beautiful table surface, and those made of material that can just be wiped off save much laundry.

Dishes. Dishes are made of either pottery or china. Both kinds start with clay, but the clay from which china is made is finer and sometimes has ground



GO-TOGETHER TABLE SETTINGS

Those who seek daintiness in their table settings might choose this combination which harmonizes with a traditional room.

bone of oxen added to make it stronger. Also it is fired at a higher temperature. You can see the shadows of your fingers behind china when you hold it up to the light; and a tap on the edge produces a bell-like sound unlike the dull sound you get from the thicker pottery or earthenware. Pottery is available in attractive styles and colors, but it chips easily; when chipped it is porous and therefore not sanitary. Semi-vitreous ware is a high grade of pottery that is more durable and less porous. China, although it looks so delicate, is really more resistant to chipping than any kind of pottery, and since it is not porous at all, it is sanitary even if it is chipped. For this reason, it may be a better investment than shorter-lived ware.

Both china and pottery may be bought in sets or in open stock. Open stock implies that you can buy separate pieces to add to what you have or to replace pieces you have broken. This is fine theory, but it does not always work in practice because every once in a while a manufacturer decides to discontinue a pattern. Still, you will be better off with open stock as long as it lasts than with a set to which you will have no chance to make additions or replacements. Incidentally, when you shop remember that each piece is counted as one in a set, so that the salt and pepper count two and so do the sugar bowl and its top.



Family Circle Magazine

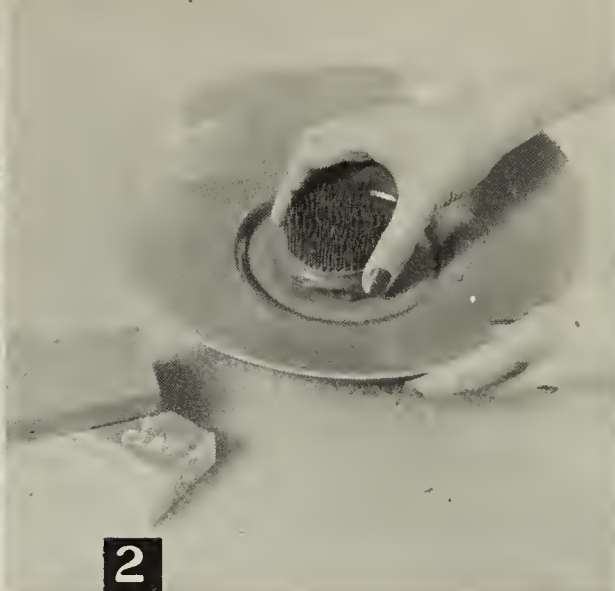
Simplicity and informality are combined in this squared earthenware design for those who like solid colors and modern styles.

Glassware. Glassware, too, is sold in sets or in open stock. Hard as it is to believe when you look at it, its main ingredient is sand. The two kinds of table glassware are lime glass and lead glass. Lime glass is used in milk bottles and pickle jars, and also in a lot of inexpensive table glassware. Lead glass, the finest of which is crystal, is the luxury glass. It has a brilliant luster and a bell-like tone when tapped. Unlike lime glass, lead glass can be cut.

Flatware. Flatware is made from plated or sterling silver, stainless steel, and a golden-colored metal. Sterling is the most expensive, but it lasts indefinitely. Triple or quadruple plated silver will last a good twenty years, especially if it is inlaid at points of wear, and then it can be replated. The disadvantage of silver is that it has to be polished often to prevent tarnishing, adding another household task. A practical development is stainless steel which has recently come out in several attractive patterns. It requires no care beyond washing, and the initial cost is much lower than that of silver. The third alternative in flatware available is a solid, gold-colored metal. Like silver, this has to be polished (with a special kind of polish manufactured for the purpose), but it is considerably cheaper than sterling, although still twice as expensive as stainless steel. Since it is harder than silver, it is more practical to get it in plain patterns, which are less likely to get scratched.



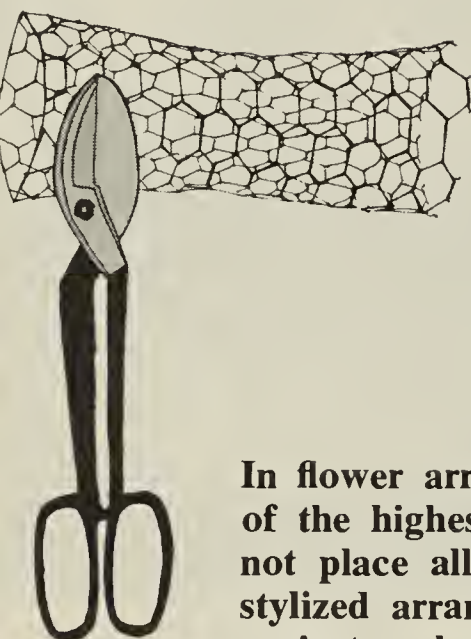
1



2



3



FLOWER ARRANGING

Series from Good Housekeeping

In flower arrangement, first have a plan in mind. Keep the tip of the highest spray exactly over the base of the container. Do not place all the flowers on the same level except in extreme, stylized arrangements. It is well not to have the flowers lean against each other or face the same direction. Keep the design clean by pruning out extra leaves after you have completed the arrangement. Do not try to hang onto long stems; cut them to suit the requirements of your design. Remember that the flowers you leave out sometimes mean the difference between a good and a bad arrangement.



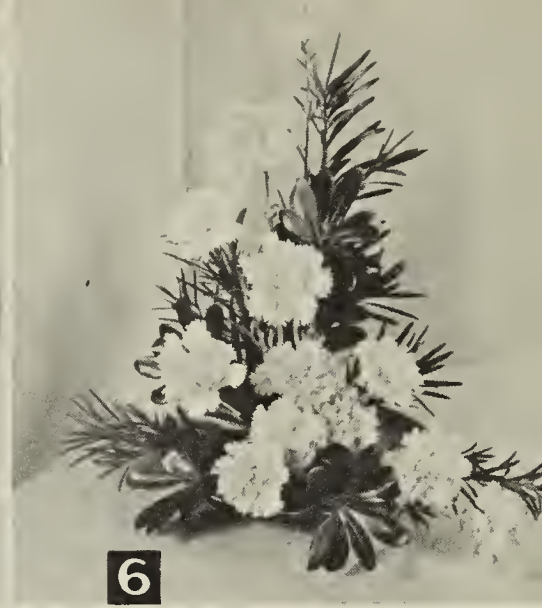
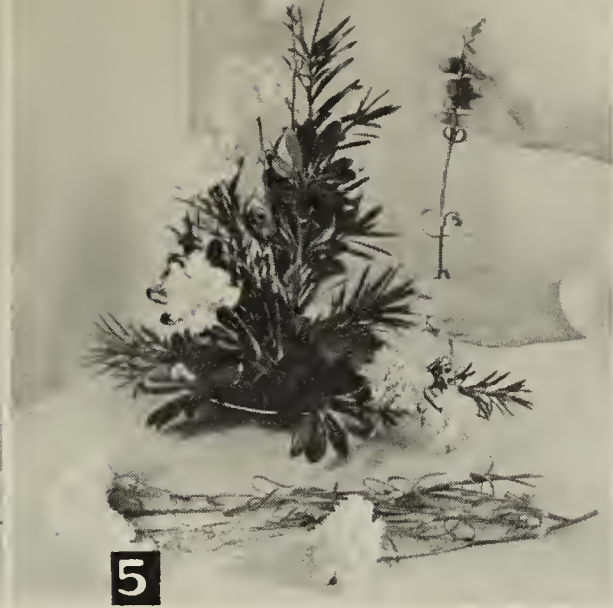
1



2



3



TAKE ONE DOZEN CARNATIONS:

1. Pinch off small portion of waterproof clay; roll in cylinder around holder.
2. With clay, fix needle-point holder firmly in place in center of container.
3. Form main line with foliage, making height $1\frac{1}{2}$ times container's width.
4. Design shown here is a side triangle. Establish apex with one carnation.
5. Fill in design with carnations, working from top down, then to side.
6. Add several flowers close together as focus of arrangement.



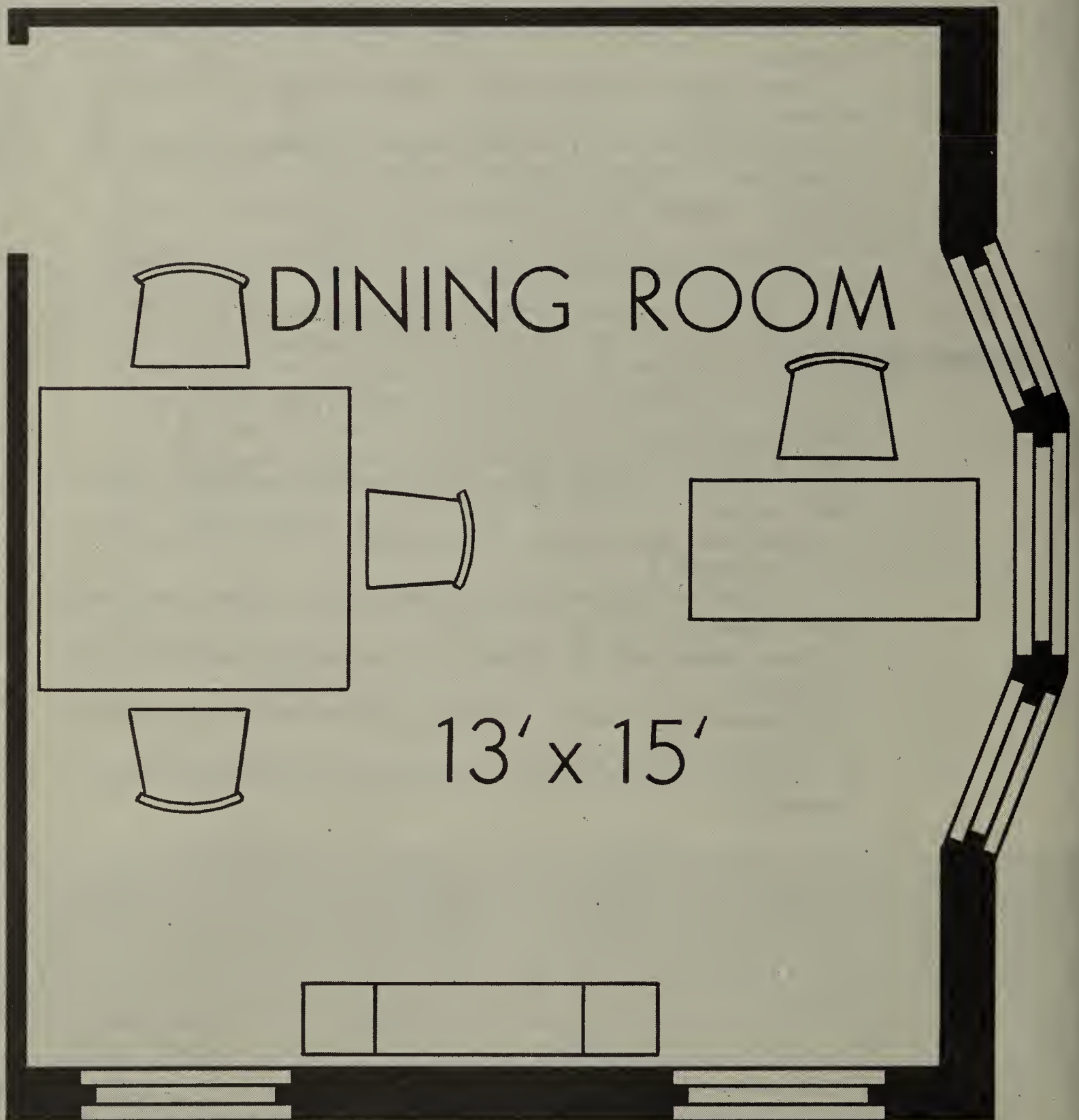
RECIPE FOR ROSES:

1. Cut length of chicken wire. Fold edges over until wire is firm and compact.
2. Mold wire into a shape to fit container. (This wire can be used repeatedly.)
3. Cut stems of roses with a sharp knife, and remove thorns and lower leaves.
4. Place tallest rose in chicken wire to establish starting point of design.
5. Form outline of design with roses. Always add only one flower at a time.
6. Add ivy to soften outline of arrangement. Focal point is low, centered.





THE LEES' DINING ROOM





Better Homes and Gardens Magazine

A dining room with a double life. The breakfront holds sewing equipment. The desk gives the man of the house—and the children—a quiet place to work.

CASE HISTORY OF THE LEES' DINING ROOM

The Lees had several major expenses as soon as they bought the old house that Mr. Halsey found for them (pages 31-33). They rewired the whole place and replaced the roof of the downstairs porch with an awning. Since they wanted Grandmother Lee to be comfortable as soon as possible, they did the work on her room and bathroom before they moved in. The results were gratifying (see plans, page 254), but so depleted their financial resources, that all other major projects had to be postponed for the time being.

The one they were most concerned about postponing was the remodeling of the upstairs porch to provide Mr. Lee with a place to work at home. At first Mr. Lee thought that he might put the desk that had been in their living room in his bedroom. However, that idea seemed impractical because he often worked after his wife had gone to bed. Then he hit upon the idea of putting the desk in the dining room. Their dining table, purchased when they were a



Better Homes and Gardens Magazine

Mrs. Lee spreads out her sewing on the gate-leg table.

family of two, was altogether inadequate for company (guests had to be served buffet style), and was even crowded and uncomfortable (with legs in the wrong places) for their own family. As a consequence, they usually ate at their dinette set in the kitchen. Mrs. Lee had pounced upon the idea of using the dining room for sewing, of which she did a great deal, but she would not need the whole room for that.

Making the dining room ready for this double, and occasional triple use, consisted mainly of placing furniture they already owned. The walls were a pale gray, and they did nothing to them except wash them. The green rug they had used in their former home fitted well and their breakfront looked just right between the two front windows. Mrs. Lee pushed the dining table up against the wall. With one leaf extended it just accommodated the three

chairs Billy had refinished out of a set of eight second-hand chairs bought some time ago. The other five were stored in the attic to await Billy's attention and the purchase of a large dining table. Mrs. Lee found a remnant of attractive red bark cloth which was large enough to cover the three chairs. Above the table she hung six flower prints, cut from a calendar and simply framed in black.

Mr. Lee's desk was placed opposite the table, at right angles to the bay window. There he got plenty of sunlight over the week end and could rest his eyes on the pleasant view. To further ensure his comfort, he took an upholstered chair from the living room furniture to use at the desk.

The desk is so placed that Mr. Lee has good light night or day.

Better Homes and Gardens Magazine



Since the curtains they had would not fit at all, Mrs. Lee had to make new ones. She made nylon glass curtains which would be simple to care for and, to keep expenses down, she bought cotton for the side curtains. A solid bright yellow, they overcame the subdued effect of the gray walls and made the room seem cheerful and sunny.

There were many changes Mrs. Lee had in mind for the dining room. Besides wanting a large table, she hoped to replace the bay window with a large picture window. However, that could well wait until Billy and his friends had outgrown playing baseball in the side yard. Most of all she wanted built-in cabinets to house her sewing equipment which had already overflowed the breakfront. In the meantime the room was attractive and convenient, and it was being put to good use. Mr. Lee had a quiet place in which to do his overtime work at home and Mrs. Lee enjoyed sewing at the dining room table. The children were proud of the room too. They both liked to use their father's desk for homework when he was not using it and Betty often asked one or two friends over for lunch on Saturday—a lunch which she prepared and served herself.

HOUSEKEEPING IN THE DINING AREA

The dining area needs to be kept as clean, sanitary, and attractive as possible. When this is accomplished, both physical and mental health of family members have been enhanced. As in other rooms of the home, the daily care of the dining room depends upon its use. Many families think it is desirable to care for a dining room as follows. Refer to the Glossary of Cleaning Techniques, pages 261–289, for instructions for particular tasks.

Daily care:

1. Open the windows top and bottom.
2. Stack and collect breakfast dishes on a tray—also other objects that need care or that belong in other rooms. Take tray to kitchen, put dishes to soak, and return with cleaning equipment.
3. Dust.
4. Remove any spots on woodwork or furniture that you find.
5. Mop and polish the floor, if necessary.
6. Use a carpet sweeper to pick up crumbs and dust. This is particularly important to keep crumbs from being worked into the rug and may have to be done after each meal.
7. Put all furniture in place, adjust the blinds, and close the windows. Return to their places the objects you removed in step 2.

Weekly care:

1. Dust mirrors, pictures, and lighting fixtures. Remove objects from buffet for thorough dusting.

2. Clean silver or other metals.
3. Use vacuum cleaner attachment on upholstery, draperies, and Venetian blinds.
4. Clean and wax window sills and clean areas around light switches, if necessary.
5. Clean and polish wood furniture.
6. Use vacuum cleaner on rug or carpet.
7. Make fresh flower or fruit arrangements and wash the leaves of green plants.

For pleasant eating, a table that adapts itself quickly to changing needs is an extremely valuable aid to the housekeeper, the hostess, and the whole family. The table shown here can be loaded in the kitchen and wheeled to wherever it is wanted. As you see, it can function as a temporary serving-center in the living-room or, with its leaves expanded, can be the dining-table for a more formal meal.

Heywood Wakefield and Hedrich-Blessing



Occasional tasks:

1. Brush walls.
2. Wash walls.
3. Wax floors.
4. Give rugs special care; wash them or have them cleaned, turn them, have them moth-proofed if they are to be put away.
5. Wash curtains.
6. Shampoo upholstered furniture.
7. Thoroughly clean window shades or wash and wax Venetian blinds.
8. Thoroughly clean radiators.
9. Wash windows, mirrors, and picture glass.

THE DINING AREA AND FAMILY LIVING

Good family management has been working behind the scenes when the whole family gathers for a leisurely and pleasant meal. The physical surroundings are part of the preparation of such an atmosphere. If they are attractive and comfortable, family members will be more apt to come promptly and linger to talk and to help clean up, rather than rush off to their own pursuits. Efficient meal preparation and service are also part of it so that the homemaker can sit down with the family with a minimum of the popping up and down that disturbs the whole group.

ACTIVITIES

1. **Be prepared** to present your "future dining area" plan to the class. In a large group you will have to copy it on the blackboard so that everyone can see. Use colored chalk to indicate the color scheme. Pass around the fabric swatches, color samples, and pictures of furniture you have collected. After your explanation, ask the class to discuss the merits and weak points of your plan.
2. **Work out** a cleaning schedule for your present dining room. It may or may not follow the schedule given at the end of this chapter, but it should be more detailed and specific. Fill in the time it takes to do each task, after you have experimented and discovered the fastest way to do a good job. Bring your schedules to class and compare them. What are the standards on which you based your schedule?
3. **Experiment** with table settings with the equipment you have at home. Perhaps a centerpiece of flowers, fruit, or vegetables will add zest and color to the arrangement. Potted plants are attractive in the dining room and an indoor garden makes a lasting and appropriate centerpiece. If you and your classmates get interested in the project, you might ask someone from the gardening section of the local woman's club to give you a talk on flower arrangement or indoor gardening.

CHAPTER 10

THE KITCHEN AND LAUNDRY

The Colonial kitchen was the hub of the house. A large room with an open fire, it was usually furnished with a center table and several comfortable chairs among which was sure to be at least one rocker. The smell of fresh baked bread was often in the air and there was a hustle and bustle as the members of a large family went about their various tasks: preparing food, making candles, weaving, mending, quilting, making the family's clothes. Since it was the only warm room in the house, the kitchen was occupied constantly during the waking hours of the day.

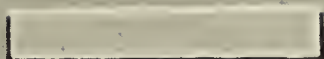
With central heating, smaller families, and the industrial revolution came a new kind of kitchen: the efficiency kitchen. This was an antiseptic white laboratory—just large enough for one person, who was thus isolated while she was cooking or cleaning up.

Now the kitchen is again becoming the center of the house. It is being made more colorful and comfortable and large enough to allow several people to work at once, and for children to play. A dinette table and several chairs add to the comfort of the room. Opening from the dining, or living-dining room, it overlooks the children's outdoor play area and is within "knowing what's going on" distance of their indoor one. It is also within easy access of back and front entrances. A built-in desk and telephone make it useful as a general planning center, and frequently it doubles as a laundry.

Laundries used to consist of two large bare tubs installed in a corner of a dreary, unfinished basement. As washing machines came into use, they were installed down in the cellar near the tubs. Laundry had to be carried down if there was no chute and then lugged upstairs again to be taken outside to dry. Doing the laundry usually involved several trips up and down stairs, even if the phone or doorbell did not ring.

Recently housewives have discovered that it is more convenient to have the washing machine on the ground floor, sometimes in a separate utility room, sometimes in the kitchen itself. If it is in the kitchen, the homemaker can keep an eye on the stove and on the children playing while she irons. Wherever the laundry is, though, it ought to be near the drying area, which usually means near the back door.

Almost any shape will do for a kitchen. The Department of Agriculture has worked out a "step-saving U-kitchen," but an "L" kitchen or a two-wall kitchen or a square one may be just as satisfactory. Even a one-wall kitchen-



Broken L

L shape

One wall

United States Gypsum Company
Corridor

U shape

COMMON ARRANGEMENTS OF KITCHEN EQUIPMENT

ette at the end of the living room can produce wonderful, short-order meals. The secret of an easy-to-use kitchen is the arrangement of equipment within it rather than the shape of the room itself.

Farm kitchens, unlike the other rooms in a farmhouse, introduce special problems in a farmhouse. Since the kitchen door is often the most frequently used entrance to the house, through traffic is likely to be heavy. There must be a place for coats and hats, and a sink for a quick wash-up. If possible this should be away from the kitchen proper.

The farm kitchen cannot be a one-wall kitchenette. Three hearty meals a day are served from it to helpers as well as to family, and in harvest time that can be quite a number of people. On many farms there must also be room for large quantity canning and freezing and care of milk and its products. More storage space is needed than in a non-farm kitchen because trips to markets are so infrequent.

In this "U" shaped kitchen, the sink is handy to both range and refrigerator. The eating area is outside the working "U."

Forecast for Home Economists



ANALYZE YOUR OWN KITCHEN

There are probably some things you like about the kitchen and laundry in your home, and others that you wish were different. Perhaps you have discussed them with your mother and she has mentioned changes she hopes to make eventually. Use the chart below as a guide in your analysis of your present kitchen and laundry. Maybe you will also find it helpful to make a scale drawing on graph paper of how the kitchen and laundry are now and another of how you would like to change them.

KITCHEN AND LAUNDRY EVALUATION CHART

(Use a form similar to the following. Do not write in this book.)

QUESTIONS	COMMENTS	SUGGESTIONS
1. Are both the kitchen and the laundry cheerful and attractive?		
2. Are they arranged so that you can work in an orderly, efficient way?		
3. Are the right tools easy to find and to get out?		
4. Is there plenty of space to stack soiled dishes before you are ready to wash them?		
5. Is there a place for serving kitchen meals?		
6. Is the laundry area convenient to the drying area?		
7. How is the traffic situation?		
8. Is the lighting good?		
9. Are rodents and insects completely absent?		
10. Is the whole area as safe as possible?		

IMPROVING YOUR FAMILY'S KITCHEN AND LAUNDRY

The stove and sink in your kitchen are two things you will not be able to move, unless you have budgeted for a big bill from your plumber. The refrigerator may be shifted, but the way the door opens will limit its placement. However, you can rearrange small equipment and make other changes to improve most kitchens, and those are the first things to consider.



Consumer Education Department, Household Finance Corporation

It is convenient to have a place to eat in the kitchen.

From drab to cheerful. Fresh paint always makes a big difference. White, traditional for the kitchen, gives it an operating room atmosphere, besides being hard on the eyes. A sunny kitchen really demands cool colors such as green or blue. A dark, northern one is at its best in a warm yellow or pink. Natural wood, waxed, or varnished, is attractive in the kitchen too, as it is in any other room in the house.

Often a distaste for doing dishes is connected with an unattractive sink area. It may be worth-while to put in a window above the sink. Potted flowers or herbs around the kitchen and window boxes framing the view also add to the cheerfulness of the room. And there is no reason why all kitchen tools must be shut away in drawers. Those frequently needed hanging within easy reach are attractive as well as convenient.

From inefficient to efficient. A kitchen can easily be arranged for efficiency if equipment is grouped around centers for particular tasks. The jobs to be done in every kitchen are: meal planning, mixing, vegetable preparation, cooking and serving, and dishwashing. If laundry is done in the kitchen there are the additional tasks of sorting, washing, drying, ironing.



U. S. Department of Agriculture

A meal-planning center needs a place for cookbooks and a shallow drawer for pencils, pads, and grocery bills. This one is placed so that it can be used for serving. The mirror above is handy for a last look before answering the doorbell or joining guests. A bulletin board for the week's menu and notes about supplies needed and jobs to be done would add to this planning center's usefulness.

This mixing center takes in the refrigerator at the right, bins for flour and sugar, storage space for measuring utensils, mixing bowls and pans and revolving shelves at the left for staples. Making breads and cakes is easy, once everything needed is assembled as it is here.

U. S. Department of Agriculture





U. S. Department of Agriculture

This ideal vegetable preparation center was planned by the Department of Agriculture. Bins for potatoes and onions at the sink and a hole for peelings right in the counter are conveniences that most people cannot arrange unless they are building a new home. However, anyone can place a knife rack, a vegetable brush, and a garbage pail where they will be handy for vegetable preparation.

Platters and bowls are ready when the food is in this cooking and serving center. Pot lids are handy too, as are cereals and other preparations that are just dropped into boiling water. If you build shelves above your range, be sure to protect them on the bottom with asbestos board.

U. S. Department of Agriculture



Better Homes and Gardens Magazine
**Red and yellow warm up a
gray room. It takes just small
touches of bright color to bal-
ance large area of grayed tone.**





Heywood-Wakefield Company

A bedroom can often provide a quiet corner for homework. A comfortable chair, good lighting, and space to spread out books and papers are essentials for good work.



U. S. Department of Agriculture

Dishes progress to the left in this efficient dishwashing center. They are scraped and stacked on the counter at the right, washed in the shallow half of the double sink, rinsed and drained in the deep side, and finally stored in the cabinet. Everyday dishes and silver are stored near counter level.

The planning center may be just the kitchen table, but cookbooks, a file of favorite recipes, and pad and pencil must be handy. If a telephone can be placed there too, it is a great convenience. Putting the week's menus on the wall with scotch tape or thumbtacks will remind you of marketing to be done and preparations to be made each night. It will show the family your plans, giving them no excuse for eating up leftovers which you expect to use later in the week.

The mixing center revolves around the refrigerator and the storage place of staples such as flour and sugar. Of all food preparation jobs, making cookies and bread require the most counter space. If such baking is included in your homemaking plans, you should provide at least 36 inches of counter, and preferably more. Of course, mixing bowls, measuring cups, baking pans, and all such equipment, as well as the ingredients, should be within easy reach. It is a simple matter to build extra shelves between wide shelves to fit particular utensils or packaged goods. Things used often should be in front.

Vegetable preparation is done at the sink. Knives and scrapers for peeling and a paper-lined garbage can are the essential utensils. Sauce pans and the pressure cooker should be kept there too. If you can arrange it, store potatoes, onions, and such vegetables right under or beside the sink. Of course, more perishable vegetables and fruits belong in the refrigerator until you are ready to use them—a good reason for having the refrigerator fairly near the sink. A rubber mat in front of the sink lessens fatigue from standing. For some jobs, such as peeling apples for a pie, you will find that a high stool that can be pulled over to enable you to sit down at a comfortable height for working is very welcome.



Family Circle Magazine

Ironing can be done anywhere. This girl finds a bed the right size to hold the week's laundry.

The cooking and serving area centers around the range. For most foods, that is the last stop before the table. That means that platters and bowls, if you serve family style, or dinner plates, if you place food on individual plates in the kitchen, belong right beside the range. Trays should be stored here too. Of course you will want large serving spoons and pot holders hanging handily by. Right beside the dining room door is the ideal spot for this center.

For dishwashing we return to the sink. The garbage can is useful also at this stage, for you will scrape plates into it before stacking them. Plenty of counter space is needed, too, on both sides of the sink—and a place for soap and cleaning powders and dish cloths. Often a little shelf above the sink proves useful. The bad tempers and broken dishes which often result from too little working space can be eliminated by careful planning. If you really organize the kitchen utensils thoughtfully around these work centers, you will save yourself hours of walking to and fro collecting ingredients and utensils.

For sorting laundry, any large table or counter will do, if the mending equipment is not too far away. You can even sort it on a bed if there is no

room near the sink or washing machine. But the washing itself requires a fixed center near a sink or washing machine, with soap or detergent, bleach, starch, and spot removers handy. Unless you have an electric dryer—and these are expensive—drying will probably be done outside. (Apartment dwellers often have to hang wet clothes in the basement, rig up temporary racks on the backs of doors, or make some other such arrangement.) Wet clothes being heavy, the closer to the back door the washing center is, the better. Of course, there are a few things like stockings that cannot go out in the sun; therefore you need at least a small rack for indoor drying—perhaps in the bathroom.

Ironing, like sorting, can be done anywhere, but that stool that you use while preparing vegetables and fruits is probably the right height to use at the ironing board also, making the kitchen a logical place to iron. Another advantage of the kitchen is that the counters and tables in the kitchen are not hurt by damp laundry.

From dangerous to safe. The kitchen is the most dangerous room in the house. As the scene of burns, cuts, falls, and shocks, it has a deservedly bad reputation. Although there are several things you can do to make it safer, real kitchen safety hinges on good practices. You can provide a step stool (that will double as a seat for kitchen tasks) but that will not eliminate all danger of falls. Immediate wiping up of spilled liquids will save many a slip. Be sure that no toys are left on the floor, and provide good lighting for the entire room.

The danger of cuts is reduced when knives are kept in a knife rack rather than thrown helter-skelter into a drawer. Can openers, too, are wicked weapons. The kind that cuts smoothly is safer than the kind that leaves a ragged edge. Broken glass is another danger; the last little crumb of it can be picked up with a damp piece of paper after the larger pieces have been picked up or swept up with a dust pan and brush. Before it is thrown away, broken glass should be wrapped carefully and labeled for the protection of the garbage collector.

Learn how to handle fires. Since grease fires really flare up when you put water on them, throw salt on them if you do not have a small kitchen fire

When food in the broiler catches fire, be sure to turn off the range before doing anything. Then open the broiler door and smother the fire with a handful of salt or baking soda. Third, close the broiler door and the fire will smother itself.

American Mutual Liability Insurance Company





National Safety Council

How many dangerous practices and conditions can you find in this picture?

extinguisher. Wood fires should never be started with kerosene or gasoline, and oil ranges should never be filled before the flame is put out. Carelessness in lighting the oven, in lifting the covers of utensils so that escaping steam causes burns, and in failing to use pot holders in handling utensils with metal handles are frequently causes of painful burns. Pans with shaky handles which may tip hot foods on you should be repaired or discarded.

When cooking, wear trim fitting dresses, preferably with short sleeves. Avoid dangling necklaces and bracelets. Loose portions of clothing may ignite and dangling sleeves or jewelry may catch pot handles and pull the pots and their boiling contents over. Pot handles should be turned so that they do not

project over the edge of the stove or over a burner. Special watchfulness is necessary in the use of fats and paraffin to prevent them from overheating or boiling over on an open flame. The pressure cooker takes its toll from those who do not follow directions or who fail to have repairs made promptly.

Electric shocks can be avoided if you keep equipment in good repair and handle all cords and equipment with *dry hands*. Always disconnect cords by pulling the plug, not the cord. Keep cords away from the heated portion of the appliance and hang them loosely coiled when not in use.

From infested to clean. See the Glossary of Cleaning Techniques, pages 261–289, for ways to get rid of specific insects and rodents. Cleanliness discourages all these pests, besides being a virtue in itself.

YOUR FUTURE KITCHEN AND LAUNDRY

Get out those floor plans you chose in Chapter 4 and any clippings and pamphlets you have collected on kitchen and laundry equipment, and go to work. Kitchens and laundries require a great deal of expensive equipment. No two cooks will agree on the small utensils, but at least there is no doubt that you need a range, a refrigerator, and a sink. (Of course when you rent you have to use what is provided for those three big items.) For laundries the minimum is a sink, an iron, and an ironing board. A washing machine becomes practically a necessity if you do not use one of the laundry services.

Ranges. A self-respecting range has several burners for frying, boiling, and stewing, an oven for baking and roasting, and a broiler. Sometimes the broiler and the oven work on the same heating unit and sometimes they work sepa-

An up-to-date electric range with a deep well for economical, long, slow cooking.

U. S. Department of Agriculture





THEN AND NOW KITCHEN AND LAUNDRY

*Series from
Rural Electrification Administration*

It took experience and skill to regulate the old wood stove—to say nothing of the effort to keep the wood box filled. Now just a turn of the wrist sets the oven at the required temperature and it stays there automatically.





Washing used to be part of the heavy work of the household. Now automatic machines and synthetic detergents make light work of the laundry. Homemakers who do not have their own equipment can usually find a nearby laundrette where, by inserting a coin, they may use a washing machine and a dryer.

rately. The oven may be below the burners (which saves space), beside them with its top on their level (which gives a convenient work space), or beside and above them (which means you don't have to stoop to use the oven or to watch things in it). The gas or electric oven—except in some economy models—is regulated by a thermostat which can be set for any temperature between 200° and 550° Fahrenheit. Some de luxe models have a time control that will turn on the oven while you are out so that dinner will be ready when you get home. A convenient gadget is a glass window that lets you see what is going on inside the oven without opening it and lowering its temperature. A griddle, available on some ranges, is convenient for making hot cakes or frying bacon and eggs for a large family. Sometimes a deep well is provided; this is a cylinder that drops into the stove and cooks on retained heat. It is so well insulated that you can turn the heat off after only a few minutes, and the contents will go on cooking for several hours. This is an economical use of fuel—but it must be remembered that the deep well costs extra in the first place. It also deprives you of one burner and is a bit awkward to lift in and out of the back of the range.

The kind of range you get—gas or electric—will depend on the relative prices of those two fuels in your community. Gas is cheaper in most of the country, but there are some areas where electricity is the cheaper fuel. Gas may be natural or manufactured and the latter kind can be obtained in bottles in some communities. The electric range is not quite as speedy for top of the stove cooking as the gas stove is, but it is certainly cleaner. When you use an electric range, you hardly ever have to scrub pot bottoms. Like other electrical equipment, electric ranges should have an "Underwriters' Laboratories inspected" label.

In communities where you cannot have gas or electricity, you must use coal and wood, kerosene, or gasoline as a cooking fuel. These may make cooking and housekeeping more difficult. A coal and wood stove heats up the whole kitchen; this may be cozy in winter, but it is uncomfortable in the summer. Even in winter it is hard to control the amount of heat in such a stove, and it takes a long time to get it started. It also requires a great deal of cleaning. A kerosene or a gasoline stove is easier to manage, although these too need frequent cleaning to prevent a strong odor. Unless they are carefully managed, they may be dangerous.

Refrigerators. In type of refrigerator, too, you will have a choice of gas or electric, although you may also want to consider one that operates on kerosene or one that is not mechanical and uses just plain ice. The kind you choose does not matter as far as performance goes. They will all keep food at the preserving temperature of between 40° and 50° Fahrenheit. They are all constructed similarly, too. In good boxes the insulation is from 3 to 4 inches thick. Baked-on synthetic enamel on the outside and porcelain enamel on the inside are the finishes used in present-day refrigerators. Both finishes are easy to clean and with ordinary care will not crack, chip, or stain. Synthetic enamel can be touched up if it does get scratched or nicked.

The more expensive a mechanical refrigerator is, the more special features are included. A light that goes on when the door is opened makes it easy to locate food in the back of the box. Adjustable shelves make the box more adaptable. And vegetable crispers, meat trays, frozen food compartments, narrow shelves on the door, tricky ice releases, automatic defrosting units, and many other conveniences, make kitchen work easy for those who can afford them. But you can really get along without some of these gadgets, if price is any consideration at all, without sacrificing efficiency and utility which result from careful management and not from gadgets.

Capacity is more important than frills. It is annoying to have to remove several dishes and containers, to get at a bottle of milk. The Department of Agriculture figures that a family of two who cook 3 meals a day will need a box with a capacity of 6 cubic feet. They add 1 extra cubic foot for each two additional people. Although it costs more originally, a large box does not cost much more to operate than a small one. For this reason, it may be a wise expenditure to get one bigger than you think you really need.

As in buying a range, watch for the seal of approval of the Underwriters' Laboratories on electric, gas, or kerosene refrigerators. If you choose a gas one, also check to see that it carries the American Gas Association star of approval. If you buy from a local dealer who has a service department, he can make repairs promptly for you. Otherwise, your repair man may have to send to the factory for parts—always a lengthy process.

General Electric

A modern refrigerator with vegetable storing compartments, frozen food compartment, and extra storage racks inside the door.



Sinks. If you are not investing in a dishwasher, try to get a double sink. If you stack dishes to soak in the deep side, they will practically wash themselves. A swinging non-splash faucet, a crumb disposal cup, a splash protector back, and wide drain boards are extremely useful too.

Sinks are constructed of either steel or iron coated with porcelain enamel, of stainless steel, or of monel metal, the latter two materials being quite expensive. Iron is stronger than steel, but it is also so much heavier that it requires a strong floor to support it. Really de luxe sinks have built-in garbage disposal units that grind the garbage into particles and wash it away.

Even though you do not have running water in your home, it is possible—and not very expensive—to install a sink and enough plumbing to dispose of waste water from cleaning vegetables and washing dishes. If sink is placed at a convenient height, this can be a great labor-saver.

Laundry equipment. For the laundry, a hand-iron is indispensable whether you have an ironer or not. A good one has a broad surface coming to a sharp point with a beveled edge for getting around buttons, a comfortable handle, and an attached rest. The old-fashioned irons that were heated on the stove were very heavy—part of the pressing being done by sheer weight, but the modern electric iron weighs only about $3\frac{1}{2}$ pounds and gets results exclusively by heat. One with an automatic control which keeps the temperature right for each particular fabric is easier to use than one without such a device. Steam irons are especially convenient for pressing, eliminating the necessity for a pressing cloth. They leave a garment slightly damp though, so that it has to be hung to dry before it is put away. You can get combination irons which can be used with or without steam.

Ironers may be either roller-type or press-type. The roller type is probably easier to use. Ironers are expensive; therefore, unless you have a great deal of ironing to do, they may not be a good buy for you. If you do get one, take time to learn how to use it. The instruction book will give you step by step directions for ironing different types of garments and once you learn how and have gained a little skill, you will be able to finish your ironing in minimum time.

Ironing boards may be built to fold into the wall or may be portable structures. In either case, they should be at least 20 inches wide and about 54 inches long. Their height varies, and careful consideration should be given to what is the least fatiguing height for you. You may want to choose a board low enough to permit you to sit down while you iron. Padding of some kind is essential and an asbestos cover that cannot catch fire is a good idea. For ironing sleeves, many people like an additional small board.

The completely automatic washing machine is a great boon to the homemaker. She just puts in the clothes, sets the controls, adds detergent, and reads the paper, or does other chores until the machine stops and the damp-dry clothes are ready for the line. However, these machines are quite expensive and for homemakers who do not want to put that much money into a wash-

ing machine, there are still machines on the market in which some of the operations have to be done by hand. These come with wringer or spinner drying attachment. To use a wringer, you have to handle each piece of clothing separately, folding it to an even thickness, and putting it through. (Extremely painful accidents can occur when careless workers put their hands through wringers.) A spinner will at least take a full tub of clothes at one time. Generally the spinner is a separate tub into which you lift the wet clothes, stacking them carefully so that they will spin evenly.

Before you buy either kind, you will want to find out how big a load it takes. The average-size machine takes from 6 to 10 pounds. For the same load, different models take varying amounts of hot and cold water. There are some small portable machines on the market that will handle 2 or 3 pounds of baby clothes, but they are no substitute for a standard-size machine for the family wash. For homes without electricity, there are washing machines operated by gasoline engines or water power. Any electric machine should be grounded to reduce the danger of shock.

Floors and walls. It looks as though one of the new plastic products—plastic floor covering—is going to eliminate the task of waxing the kitchen floor. Most kitchen floors are covered in linoleum or asphalt tile, both of which

Underwriters' Laboratories engineers testing washing machines for safety.

Underwriters' Laboratories, Inc.



need to be waxed often if they are to wear well. Plastic floor covering, which looks like linoleum and is about the same price as a good grade of that, wears at least as well, and can be taken care of with just soap and water.

Ceramic tiles are also used on some kitchen floors. They are easy to clean, long-wearing, and attractive, but very hard on the feet. If you decide on those, put a rubber mat in front of the sink and wear rubber-soled shoes when you work in the kitchen.

Tiles are really a better choice for the walls than for the kitchen floor. Although they are expensive to install, they will outlast many coats of enamel and are easy to keep sparkling clean. Linoleum and plastic wallboards also do a good job of resisting steam and grease. If there is no special finish on the wall, the plaster should be given a good coat of washable enamel.

Utensils. Of pots and pans, gadgets, and cutlery no one can tell you just what you will need—although there are a lot of experts who are willing to try. However, you must make your own choice. In doing so, a knowledge of the materials used in such utensils will be helpful. Aluminum is light, easily cleaned, and not very expensive. Cast aluminum is heavier and sturdier than the stamped kind. Practically all shapes and sizes of pots, pans, coffee makers, and other utensils are available in aluminum.

Iron, an old favorite, heats evenly, holds heat well, is durable, and is inexpensive. Frying pans, Dutch ovens, and muffin tins are frequently made of this metal. However, iron is hard to clean and unless dried thoroughly, it rusts. Chromium finish on iron utensils solves these two problems but adds to the cost.

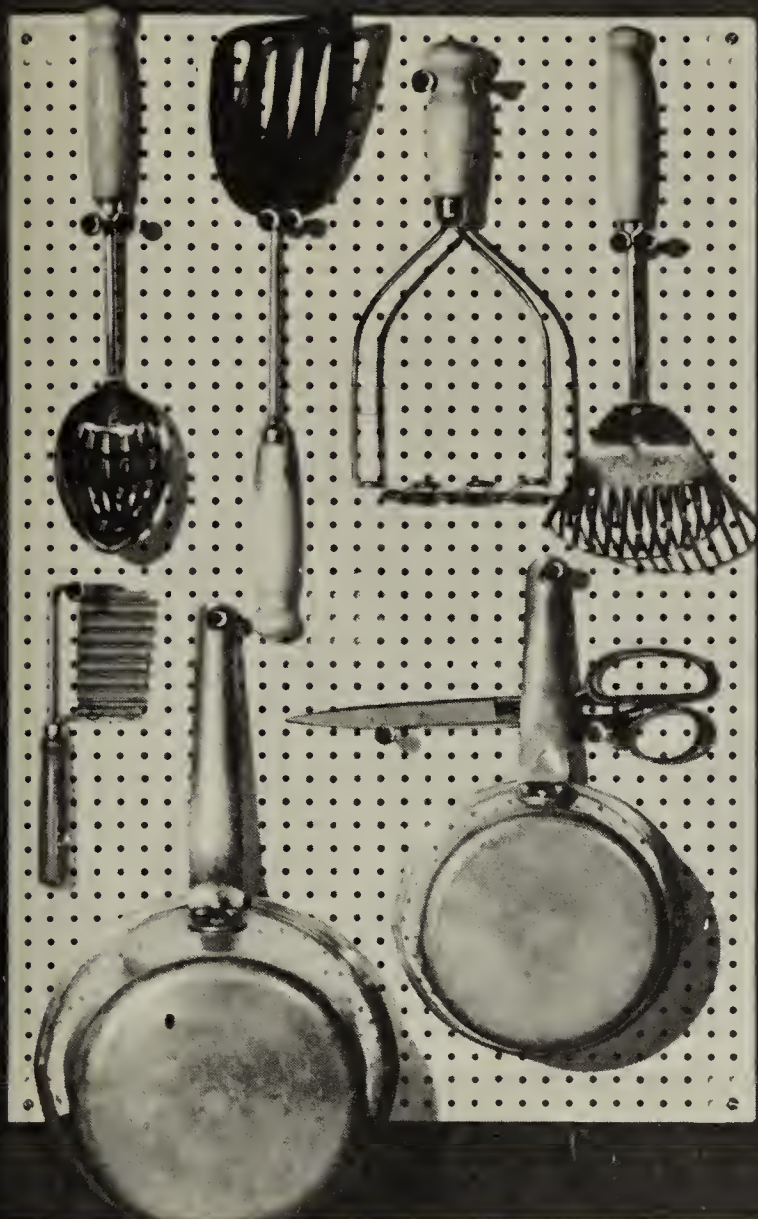
Stainless steel is a comparatively new material that can be washed with almost no effort. It is expensive to buy, but lasts a lifetime. Since steel is not a very even conductor of heat, the best stainless steel pots and pans are coated on the bottom with copper or aluminum.

Tin is particularly well suited for cake and pie pans, cookie sheets, and bread pans. It is inexpensive to buy, but alas, does not wear forever. Unless tenderly cared for, it dents and buckles. It also darkens with use, but that improves its heating speed. Waffle-effect bottoms make it easier to get food out of tin utensils and hinder warping.

Although enamelware is easy to clean and inexpensive, it chips and cracks fairly readily. Once that has happened, the utensil should no longer be used, for it is unsanitary. Triple-dipped utensils are more durable than single-dipped ones.

Heat-proof glass is attractive to cook in, and is especially practical for a double boiler, allowing you to see at a glance whether or not there is still water in the bottom. Inexpensive, fairly durable, and easily cleaned though it is, there are limits to its uses. It is not good, for instance, for low temperature frying, such as eggs.

Earthenware is used only for oven cookery, but for that it is excellent, one of its advantages being that it can come to the table. The price for this



Boschan and Bird

Here are two ideas for storing kitchen utensils neatly. At right a shallow closet has been built to size for one family's pots and pans. Such an arrangement takes very little space and is in the realm of a good handyman, but it does require a good bit of lumber and/or composition board.

Above perforated masonite, available at many lumber yards, is pegged to hold most often used utensils. This arrangement has the advantage of adaptability. Pegs can be switched around to meet changing needs.

As for the utensils to select and the way to arrange them—each family must work out its own needs. The closet at left belongs to a family that has homemade cakes and muffins often. Perhaps your family would substitute molds for gelatin instead—or a chicken fryer or a pressure cooker.

*U. S. D. A. Extension Service
Photo by Ed Hunton*



ware varies considerably with its style. Look for a smooth, heavy glaze and a tightly fitting lid. Unless subjected to a sudden change in temperature, such casseroles wear quite well.

For real efficiency, it is wise to invest in the best available quality for cutlery used almost daily. Such equipment varies in each home, but practically every homemaker uses constantly a paring knife, a bread knife, can opener, and eggbeater.

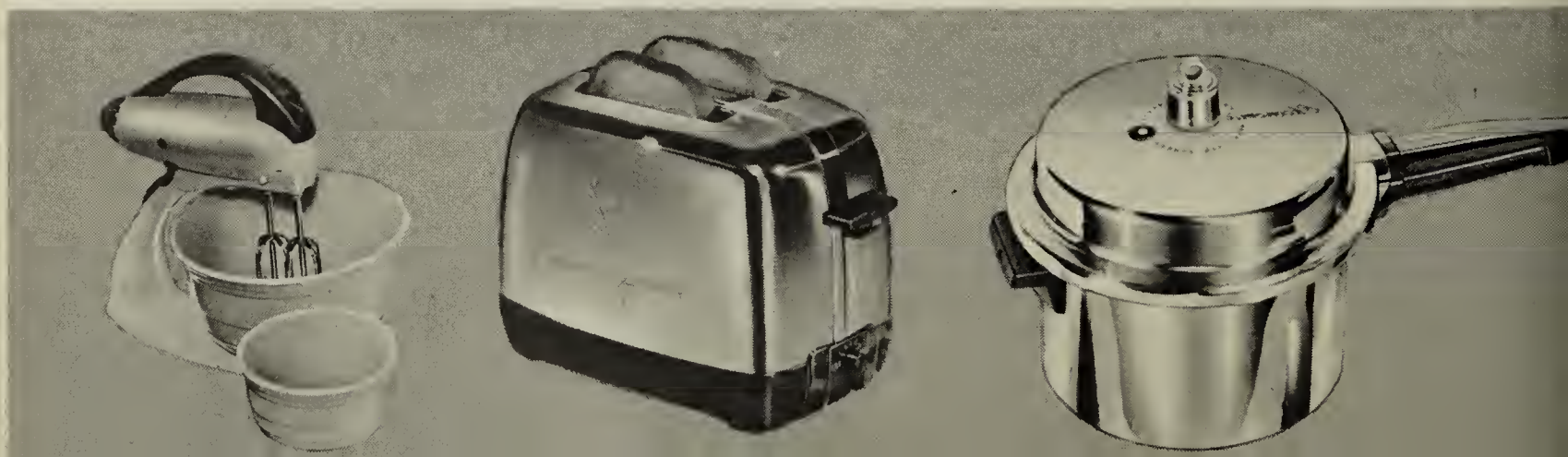
Care of equipment. Whatever the utensils, you must provide for washing and drying them as well as dishes. Steel wool, or some other material for scouring, is one of the first essentials for pots and pans. A dish mop allows you to get into glasses easily, and also helps keep your hands out of water. Soft dish cloths are kind to fine china and other kinds of dishes. Linen dish towels are the best kind, especially for glasses, since they are lintless, but cotton will do. Paper towels are handy to have around for wiping spots off the floor, draining bacon, wiping grease from pans before washing, and many other little tasks besides drying hands.

In any kind of utensil, the fewer the seams the better it will wear. When you choose shapes, remember that curves are easier to clean than ninety degree angles. If you like to hang your pots and pans, be sure there are holes in the handles. Buy only utensils you are sure you need; aside from the expense, you have to store everything you get, an especially difficult problem in small quarters. For economy of money as well as space, look for utensils that will serve more than one purpose; for instance, a deep skillet with a cover can be used as a Dutch oven and as a frying pan. Another economy in the long run may be to buy expensive equipment that will last, rather than cheap tools that will soon wear out and have to be replaced. When you shop, keep your kitchen color scheme in mind so that you can make selections that will add to its attractiveness.

Long-term plans. If you cannot afford everything you want at once, make a long-time plan for the addition of such items as mixers, blenders, dishwashers, automatic coffee makers, toasters, waffle irons, and pressure cookers. These are all expensive and their value to you should be considered in relation to other needs. Some people would go without new curtains to buy a mixer so that they could turn out batches of cookies and homemade cakes. Others, who would hardly ever use the mixer, would get more satisfaction from the curtains or from a weekend trip.

These things make kitchen work easier, but they are not essential to most homemakers.

Knapp Morach



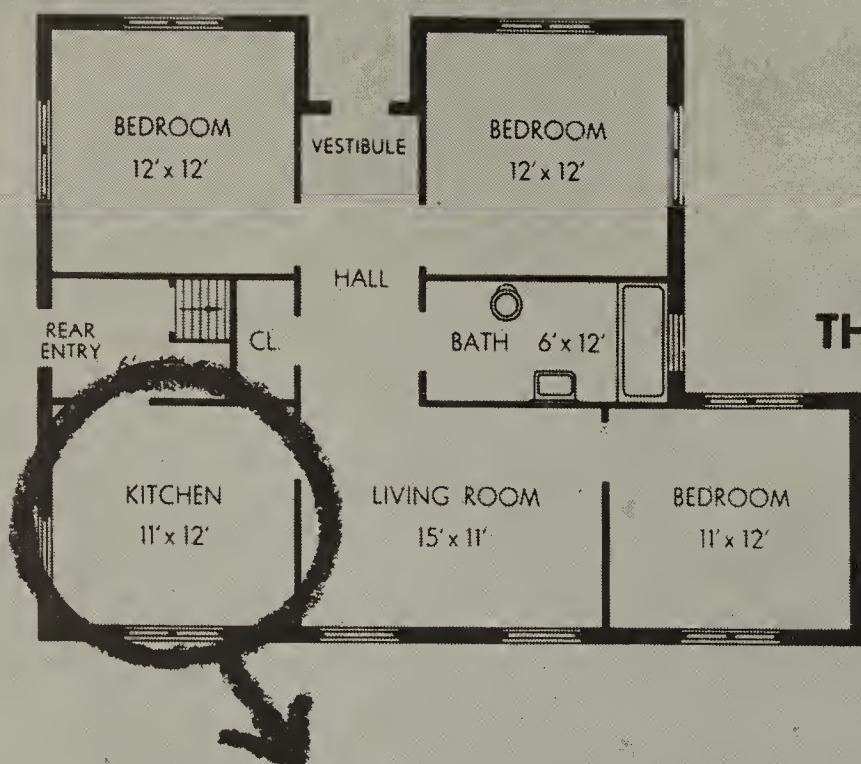


Hobart from Monkmeyer

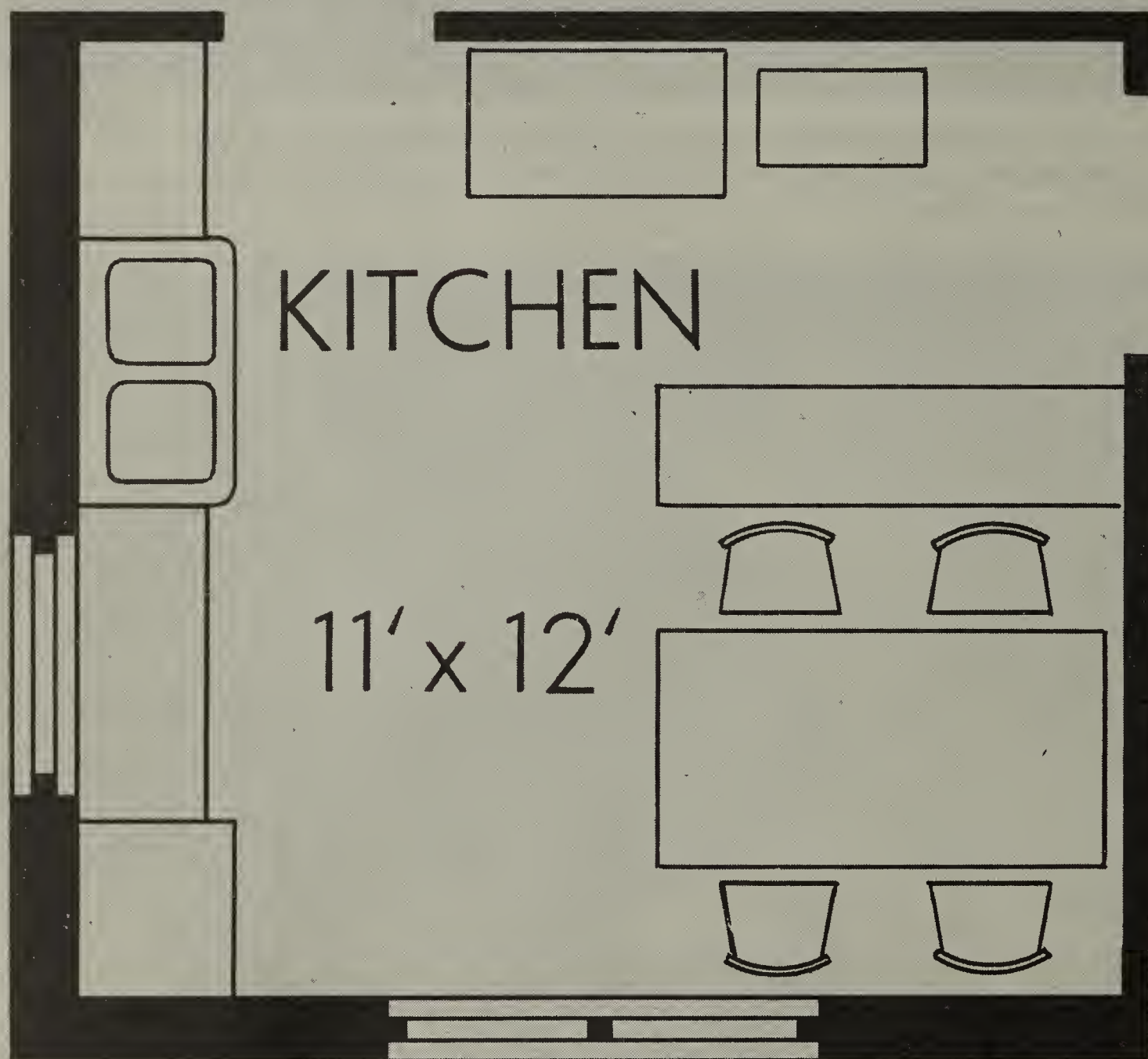
Cooking and eating outdoors is fun for everyone. Building a fireplace in the backyard can be a family project—or you can use an inexpensive portable charcoal grill like the one above.

Luoma from Monkmeyer





THE JONESES' KITCHEN



THE CASE HISTORY OF THE KITCHEN IN THE JONESES' "NEW" HOME

The kitchen in the Joneses' "new" home was bleak and dreary. The former tenant, the building supervisor of a nearby housing project, had eaten most of his meals out. For that reason, neither he nor the landlord had done anything to fix the room up, and it was by far the worst in the house. The walls had been haphazardly painted with a sickly green enamel, highly glossy. A badly worn linoleum rug and an unsightly sink with a cupboard above it completed the furnishing.

True, it was larger than their former kitchen, and that had been one of the improvements Mrs. Jones had looked for in the new home. Their old kitchen had been so small that she and Nancy had got in each others' way, although they had enjoyed their joint cooking sessions. In the new kitchen they hoped to be less cramped for space.

As far as the equipment went, the sink was all the Joneses really needed, because they had bought a new gas range the year before and they also owned an old but adequate refrigerator. However, the sink provided was old-fashioned and worn, and the effect of the whole room was depressing.

At least they had the landlord's promise of help to better the situation. He had specifically mentioned the kitchen flooring when he offered to supply material for improving the house if they would supply the labor. Backed with his assurance and with the fact that the room was 11 by 12 feet and had three good windows, they didn't let the condition of the kitchen keep them from signing the lease.

In the last busy days before their move the Joneses had to plan the arrangement of the kitchen so that they would know where to have their stove connected. The sink, which could not be moved, was on the wall opposite the door to the living room. The Joneses decided to put their refrigerator in the corner on that wall and order some low cabinets from a mail order house to go between these two units. These would provide counter space for mixing and for stacking dishes, as well as storage space. These cabinets would go under the window so that Mrs. Jones and Nancy would have a pleasant view while preparing meals, even if they did have to look at the wall while washing the dishes.

There was no room for the range in this grouping, so the Joneses placed it on the wall between the back entry and the door to the living room. Since most foods are served from the range, this was a convenient arrangement. There was room beside it for the modern teacart Mr. Jones had given Mrs. Jones on an anniversary. This would be handy for serving snacks as well as for serving meals in the living room. In the old house the cart had not been used much because it had had to be stored in the hall.

This arrangement left plenty of room for the Joneses' kitchenette set of a table and four chairs. They could be placed to take advantage of the garden



Living for Young Homemakers
The slat screen hid the unattractive pipes, and made sweeping under the sink a weekly instead of a daily task.



Living for Young Homemakers

The wallboard, although it looked like brick, was easy to keep clean with synthetic detergent and a sponge. The plastic flooring was the family's special pride and really made the biggest change in the appearance of the kitchen. In putting up the wallboard and laying the flooring, the Joneses acquired new skills which would stand them in good stead when they eventually bought a house of their own.

view through the two back windows. Since storage space was limited, Mr. Jones planned to build in some low cabinets behind this dining area to be used for storage and service and thus to create a dining nook. (See drawing page 200 for the final arrangement they hoped to have.) However, that was something that could wait.

The first project after they were moved in, and more or less settled, was covering the glossy green paint. They decided on a white brick patterned wallboard for the wall behind the stove. Mrs. Jones hung her tool set and her cast-iron frying pans against it where they looked decorative and were at hand when needed. For the other walls, they used a medium blue rubber base paint—a washable flat paint. It dried almost immediately so that they were able to use the kitchen during the painting period. Another thing they liked about that paint was that it washed out of their brushes with soap and water. No turpentine to have to mess with! With the wallboard and the fresh paint, the room looked a hundred per cent better.

The next step was to throw out the linoleum rug and put down gray marbelized plastic tile. Mrs. Jones had heard that plastic flooring, besides wearing well, never needed to be waxed, and she insisted on that.

Often while they were working, the Joneses wished that they had been able to fix the walls and floor before they moved in, but there just had not been time.

The rest of the room was coming along fine but the sink, the first thing you saw as you entered from the living room, was still an eyesore. The landlord did not want to go to the expense of replacing that. And none of the Joneses knew what to do to improve it. Mr. Jones said he would build a cabinet under it eventually, but there were a great many other things he was planning to do first. Then one day Mrs. Jones hit upon the idea of using a slat shade to conceal the pipes and keep the dust from collecting under the sink. Sweeping under it had become a daily chore. She agreed with her husband that a cabinet with doors would be the ideal solution because it would provide extra storage space, but in the meantime, the shade was attractive and useful.

It was a long time before the kitchen was altogether finished, but once the placement was decided on and the walls and floor done, it was a pleasant and convenient spot to work and to eat breakfast, lunch, and even dinner. Nancy not only continued her own cooking lessons, but soon started asking friends over to fix Sunday night supper, a pleasant custom which both family and guests enjoyed.

HOUSEKEEPING IN THE KITCHEN AND LAUNDRY

A kitchen that is not neat is chaotic, and one that is not clean is soon infested with insects. Therefore housekeeping the kitchen is not an "I'll do it if I have time" proposition. It is essential. The Glossary of Cleaning Techniques, pages 261–289, will give you detailed instructions for specific cleaning tasks.

Daily care

1. Open windows top and bottom.
2. Scrape or rinse dishes.
3. Clean work surfaces and wipe off range and refrigerator.
4. Empty garbage can and reline it with paper.
5. Sweep floor.
6. Wash dishes.
7. Close windows.

Weekly care

1. Defrost and clean refrigerator.
2. Clean range.
3. Scrub out garbage can.
4. Clean and air vegetable bins and bread and cake boxes.
5. Wash the floor.
6. Wash cabinets and woodwork. If you wax them lightly they will stay clean longer.
7. Do the laundry.
 - a. Sort according to color, degree of soil, and fabric.
 - b. Check pockets to be sure they are empty and fasteners to see that they are closed.
 - c. Do any mending and stain removal necessary.
 - d. Soak badly soiled clothes.
 - e. Follow the directions for your particular washing machine.
 - f. Starch, if necessary. (Investigate the new plastic starches.)
 - g. Hang clothes to eliminate as much ironing as possible.
 - h. Sprinkle linens and cottons heavily, silks and rayons lightly. Do not delay ironing too long or the clothes will mildew.
 - i. Iron nylons and rayons with a barely warm iron, silk with a warmer iron, and cotton, linen, and wool with a hot iron. (Use a pressing cloth on the wool, though, if you are not using a steam iron.)
 - j. Button the top buttons on shirts and dresses to help them hold their shape. Fold flat work in a different place each time so that it does not wear out on the creases. Tablecloths can be rolled around a cardboard tube to avoid folds.

Occasional tasks

1. Wax the floor.
2. Brush down walls.
3. Wash walls.
4. Wash windows.
5. Launder curtains.
6. Wash lighting fixtures.
7. Clean drawers and cabinets.



Westinghouse

This laundry, although it could be made more attractive, has much to recommend it. The well-lighted stairway is uncluttered and each step has a rubber tread to prevent slips. The lighting at the tubs is good too. Reflectors are screwed into ordinary ceiling sockets and silvered-bowl bulbs are used to reduce glare. The cellar walls are white-washed to help spread the light. The raised wooden platform in front of the tubs keeps the worker's feet out of any water that is splashed on the floor. It also helps to reduce fatigue, since it is less tiring to stand on wood than on cement.



Keystone View

One clothespin will do to hold the corners of two towels.



National Safety Council

Doors that slide are preferable to ones that open out on overhead kitchen cabinets because they prevent accidents like this. If your kitchen cabinets have this kind of door, get in the habit of closing them immediately.


THE KITCHEN AND LAUNDRY AND FAMILY LIVING

Efficiency is usually stressed in the kitchen. Certain tasks, such as preparing vegetables, washing dishes, and such jobs, are done there daily. It is easy to do time and motion studies of these tasks and to find ways of saving minutes which quickly add up to hours. Work in the laundry can be streamlined in the same way. There are two obvious reasons for reducing these routine tasks to a definite system. The first is that time saved this way can be spent on the more creative aspects of homemaking—playing with the children, listening appreciatively to a record, working on a hobby. The other is that when a task has been worked out into a definite series of consecutive steps, it no longer requires much thought. If you do things helter-skelter, you must think about them—“Oh dear, did I put the soap powder in?” or “Where can that strainer be?” If you do routine tasks in a pre-organized way, your hands are busy, but your mind is free to think about what you are going to say at the Parent-Teacher meeting, to decide what to buy Junior for his birthday, or to listen to the news on the radio.

Certainly it is important to organize the kitchen and laundry for efficiency and to learn fast ways of doing routine tasks, but the kitchen has a much larger role to play in family living in many homes. If food is really enjoyed,

HOW TO LAY ASPHALT TILES


Series from Armstrong Cork Company



The floor must be made ready for asphalt tile. On concrete, use an asphalt primer. On wood, paste down a layer of lining felt, shown here.



Next, using a carpenter's square, divide the room into quarters.



Before actually cementing, check the fit of the tiles. Adjust the center lines so that whole tiles fit against the walls in the quarter you start with. Then you will not have to cut tiles for more than two sides of the room.

Using a notched spreader, spread adhesive over an adjusted quarter of the room. Allow it to dry for about thirty minutes until it becomes sticky.



Starting at the line in the center of the room, lay tiles in the adhesive, making sure that the edge tiles are flush with the center lines and that each tile is butted tightly against its adjoining tiles.



As you proceed with the other quarters, you will probably have to cut tiles to fit. Place a loose tile exactly on top of the last full tile in any row. On top of this place a third tile against the wall. Using the edge of the top tile as a guide, score the tile under it with a linoleum knife. Then snap the tile along this line and you will have a piece that will fit neatly in the border space.



the kitchen, where it is prepared and shared, becomes the friendliest room in the house. You must have been in homes where everyone gravitated to the kitchen while a meal was being prepared. Perhaps some of the family members and guests just sat around and talked; others helped the chef-in-chief. If you remember such an evening, you will remember that the conversation was good and that there was a warm feeling of companionship. Even after dinner was over and you sat around the living room talking, you felt particularly relaxed and happy because you had all done something together.

Doing something together makes people feel closer than just talking together. It does not have to be cooking. It can be creating a rumpus room in the basement, planting and caring for a vegetable garden, trimming a Christmas tree. But for families who like food, the kitchen becomes the natural place for family confidences and conferences. Food is an interest that cuts across the generations and its daily preparation provides a casual setting for get-togethers. Of course some families just eat to live, just as some people have no ear for music or no eye for a garden or a sunset. Those families have to develop other centers of interest. They are the ones who really need the short-cuts and the labor-saving equipment.

A bulletin board in the kitchen is a tool in efficient household management.

Household Finance Corporation





Armstrong Cork Company

What are the good and bad points of this kitchen? Note its safety features.

Just how your family feels about food and preparing it together is the determining factor in whether you should have a small efficient workshop, or a roomy, comfortable second living room of a kitchen. It is not until you decide what role the kitchen plays or could play in your family's life that you can work out realistic kitchen plans and schedules.

ACTIVITIES

1. **Be prepared** to present your "future kitchen and laundry" plan or plans (if they are to be separate rooms) to the class. In a large group you will have to copy it on the blackboard so that everyone can see. Use colored chalk to indicate the color scheme. Pass around the color samples and pictures of equipment you have collected. After your explanation, ask the class to discuss the merits and weak points of your plan.
2. **Work out** a cleaning schedule for your present kitchen and laundry. It may or may not follow the schedule given at the end of this chapter, but it should be more detailed and specific. Fill in the time it takes to do each task, after you have experimented and discovered the fastest way to do

a good job. Bring your schedules to class and compare them. What are the standards on which you based your schedule?

3. **Make an inventory** of the equipment in your present kitchen. (Your father may want to keep this list in his safe deposit box with his insurance policies for reference in case of a fire claim.) Fill in the current replacement price of all the items and total the cost. You will probably have to make trips to a department store, a hardware store, an appliance store, and the five-and-ten to do this. Discuss the list with your mother to learn which items she thinks were good buys and which were unsatisfactory, either because of poor workmanship or because she just did not have occasion to use them. What materials does she recommend for pots and pans? Does she wish she had spent more or less for her original equipment? Perhaps you can make suggestions about the replacement of inadequate equipment, the addition of new equipment, or the storage or disposition of present equipment.
4. **Arrange a class demonstration of:**
 - a. washing, ironing, and folding a blouse, a slip, a man's shirt, a guest towel, a ruffled curtain, a napkin, and a dinner cloth; washing and folding a face towel and a bath towel; washing and drying a wool sweater and argyle socks. (Show both the frame method and the sketched on paper method.)
 - b. preparing starch by both the hot and cold water methods. Compare the costs with the prepared liquid starches on the market.
 - c. hanging a wash correctly on the line. Discuss the advantages of orderly hanging and removal from the clothes line.
5. **Give a report on** recent developments in fabric labeling. Write to the American Standards Association for information about the green, yellow, and red labels that indicate washability. What advantages do the new labels have for the consumer?

CHAPTER 11

THE BEDROOMS

The bedroom, like the other rooms in the house, has become a multiple-purpose room: a study, a hobby room, or a second living room as well as a place to sleep and dress. The development of central heating and electric lighting have made the change possible and the modern small homes and large families have made it desirable. Everybody needs a certain amount of privacy. You cannot really study in the living room with the radio on and your family talking. You cannot leave your current project spread out there and expect it not to be touched. You cannot discuss your school life with your chums before the whole family and avoid acid comments from your big brother. That is why everyone should have a room, or part of a room, of his own.

Sometimes, however, there just are not enough rooms to go around. In that case, partitions can be put up to divide a room in two, as long as there is good ventilation in both halves. Of course sometimes people would rather share a room than have separate ones. The master bedroom, the big bedroom in most houses, is intended for use by two people. With a brother or sister not too distant in age and interests, sharing a room can be fun, just as having a roommate at school is more fun than rooming alone. In any case, whether you are sole or joint tenant, your bedroom is at least a place to keep your personal pictures and possessions, to sleep, and to dress. Perhaps it has other functions too. Anyway, you want a room that is quiet and that can be ventilated without becoming public—that is, with no windows opening opposite the neighbors' windows, if it is possible.

You also want plenty of closet space, which in many old houses and apartments is scarce. By improvising, however, it is possible to utilize many odd corners for such purposes. Closets can be many different shapes with different arrangements of rods, shelves, and drawers. For adults the clothes rods are hung from 5½ to 6 feet from the floor, depending on the user's height. Twelve inches from the wall is the minimum distance that will allow circulation of air around clothes on hangers. If drawers are built half way up the wall, the short space above them may be used for hanging jackets or blouses, which do not require full length for hanging.

In a household where bedrooms are shared, some arrangement is needed for isolating a person with a contagious disease. Ideally this should be a ground floor room so that the homemaker does not have to run up and down the stairs every time the patient wants a glass of water. A study furnished with

a studio couch is perhaps the best arrangement, but, of course, many homes do not have studies. If nothing else can be worked out, the healthy roommate can move out and sleep on the couch in the living room until the doctor O.K.'s the patient's return to society. In cases of non-contagious illness, it may be possible to accommodate the patient in the dining room during the day, for the homemaker's convenience.

Another contingency to be provided for is the arrival of overnight guests. Few families can manage to hold a special room in perpetual readiness, but there are even fewer families who do not want to entertain out-of-town friends and relatives occasionally. This problem can be solved in a number of ways.

A pleasant, simple third floor bedroom. Note how the dressing table is placed to take advantage of the light. The bedspreads, dressing table skirt, and slipcover for the chair are all made from colored sheets. The braided rugs are homemade too.

Pepperell Mfg. Co.





The Engel Furniture Company and New York University

This bedroom is furnished so that it can be thrown open for entertaining when a big party is in progress or when the living room is in use. When just the family is at home, the bed is ideal for lounging and the corner by the window is an excellent place to sew. (This is part of a model apartment. See dining area page 161.)



The study with the studio couch will do just as well for guests as for a youngster with the measles. You could not manage both at the same time anyway. Either the living room or the dining room can be provided with a sofa which opens up into a bed or some such arrangement. Of course, the bed alone is not enough. Guests also need drawers and closet space to store their clothes. A bathroom nearby is convenient too.

ANALYZE YOUR OWN BEDROOM

It is in their bedrooms that high-school boys and girls often get their first experience as decorators. There they are most apt to be given freedom in selection of color schemes and fabrics, and there they may experiment with arrangements to their heart's content. What do you use your room for? Is it just a bedroom? In that case, the bed will probably be the center of interest. Is it more than a bedroom? Then the bed will probably be played down or disguised.

Perhaps you have arranged and rearranged your room until you are quite happy with it. In that case you may want to help a younger brother or sister or perhaps a grandparent who lives with you redecorate his room. Do not forget the closet when you are analyzing the room; the closet is an essential part of any bedroom.

Perhaps the chart below will help to clarify your thinking about the bedroom you want to improve. This does not include all the questions you will want to ask, but it will give you a starting place.

BEDROOM EVALUATION CHART

(Use a form similar to the following. Do not write in this book.)

QUESTIONS	COMMENTS	SUGGESTIONS
1. Is the room cheerful to wake up in?		
2. Is the bed easy to make?		
3. Is there a good place to do homework or read if the room is used for those activities?		
4. Is there provision for other activities carried on in the room?		
5. Is the lighting adequate?		
6. Is there plenty of storage space so that things can be put away neatly and easily?		
7. Is the room easy to maintain?		

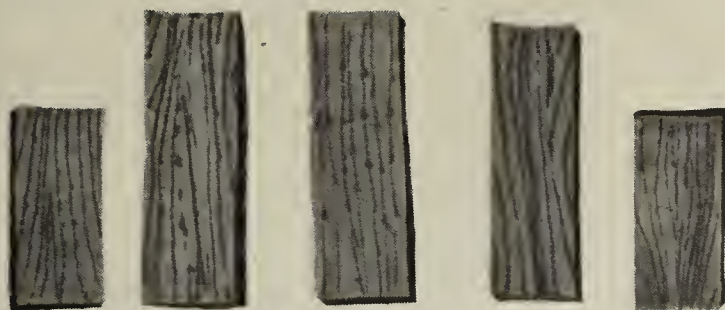
Armstrong Cork Company
A color scheme can be as personal as furnishings collected over the years. Consider the proportions of warm and cool colors and the mood of the room.





Living for Young Homemakers

Children's play equipment takes lots of space. Each Christmas and birthday brings more storage problems. Open shelves are preferable to toy chests because they keep the toys from getting as tangled together.



Materials for bookcases: 1" x 12" pine shelving, two pieces 36", two 24", one 34½"; sheet ¼" plywood 25"x35"; screws, brads.

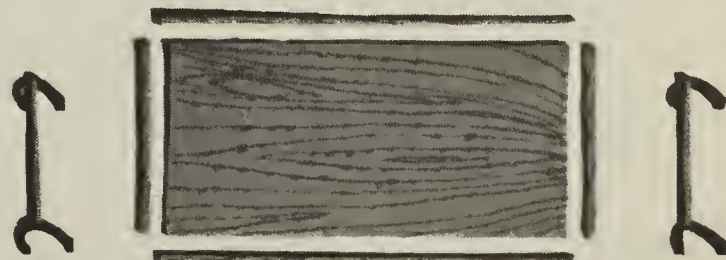
BUILD YOUR OWN BOOKSHELVES

Living for Young Homemakers

Place two 24" lengths of pine between two 36" lengths of pine and screw to form sides. Fasten 34½" length between sides for shelf. Nail plywood on to form back. Shellac.



For legs use wrought-iron firedogs—a straight bar between two half circles. Screw black-painted plywood to firedogs about ten inches from end. Nail edging to plywood for finish.



Materials for bookcase base—to raise shelves above floor for easy cleaning: 1 sheet of ½" plywood 24" x 48"; two lengths each of ½" pine edging 49" and 24"; 2 firedogs, screws, black paint, brads.



Consumer Education Department, Household Finance Corporation

The easiest way to straighten and organize your dresser drawers and closet is to empty all the contents. Then you can see at a glance what can be discarded and what special storage problems you have.

IMPROVING YOUR BEDROOM

From inconvenient to convenient bed placement. Beds are large pieces of furniture, and sometimes people have trouble placing them conveniently. Placed where you have to walk all the way around them to get to the bathroom, closet, or dresser, they are a constant nuisance. On the other hand, when you push the bed back into the corner, you get it out of the way, but make it difficult or almost impossible to make up. One way around this difficulty is to put it on casters so that you can pull it out in the morning and get on both sides, a necessity in efficient bedmaking. With casters, single beds can be placed end to end along the wall or at right angles on adjacent walls to free floor space.

From a distracting to a functional homework center. A desk or table can be really efficient for homework only if the whole area around it has a business-like appearance with no photographs, mirrors, or even personal letters. These invite day-dreaming and delay settling down to study. Some people, however, get inspiration from a pleasing picture or a plant above or on the desk. Each person must figure out his own best working surroundings.

From gloom to light. Although reading in bed is popular, it is the rare room that has the proper lighting for it. A pin-up lamp with a diffusing bowl under the shade provides glareless light. It should be placed with a distance

of 30 inches between the top of the mattress and the bottom of the shade. A floor or table lamp close enough to the bed and tall enough to cast a glareless circle of light on the reading page, is also acceptable. The distance from the top of the mattress to the bottom of the shade should be 20 inches in this instance.

Another spot where lighting is particularly important in the bedroom is at the dressing table or dresser. You have undoubtedly seen people who obviously applied their make-up in a poor light. Do not be one of them. Dressing table lamps should come in pairs so that you can see both sides of your face, and should be tall enough to be at face height.

From chaos to order. Teen-agers' closets and dresser drawers can usually stand improvement. The main trouble with most of them is that they are stuffed with possessions that are no longer used or for which there is no place. Things in the first classification should be disposed of. To discover shortcomings of storage facilities, remove all the contents from the closet and the drawers and then return only those things that can be neatly stored.

. If your storage space is overflowing, you can buy boxes, or make your own by lining and scotch taping suit boxes, to fit under the bed. Casters make them easy to pull out. Such boxes are fine for storing blankets, seasonal clothing, toys, or sports equipment.

You can be sure the girl who owns this closet is never caught "without a thing to wear." Note how her bags and belts are protected from the damage that might result if they were stored in an overcrowded drawer.

Consumer Education Department, Household Finance Corporation



HOW TO UNSTICK DRAWERS

Series from Living for Young Homemakers



1. When overloading is the cause of trouble, slide a letter opener or long ruler from one side to other to dislodge whatever is sticking up.

2. If swollen wood is making the drawer stick, dry out the wood. If drawer bottom is exposed, press on it up and out.

3. If the drawer is not exposed, bore a hole through the back of the cabinet, being careful not to bore through the drawer. Then insert a stick through the hole till it touches the back of the drawer, and tap the stick gently with a hammer.

4. After removing the drawer, inspect the interior of the cabinet, gluing or clamping any loose parts, and cleaning out the groove of the center slide.



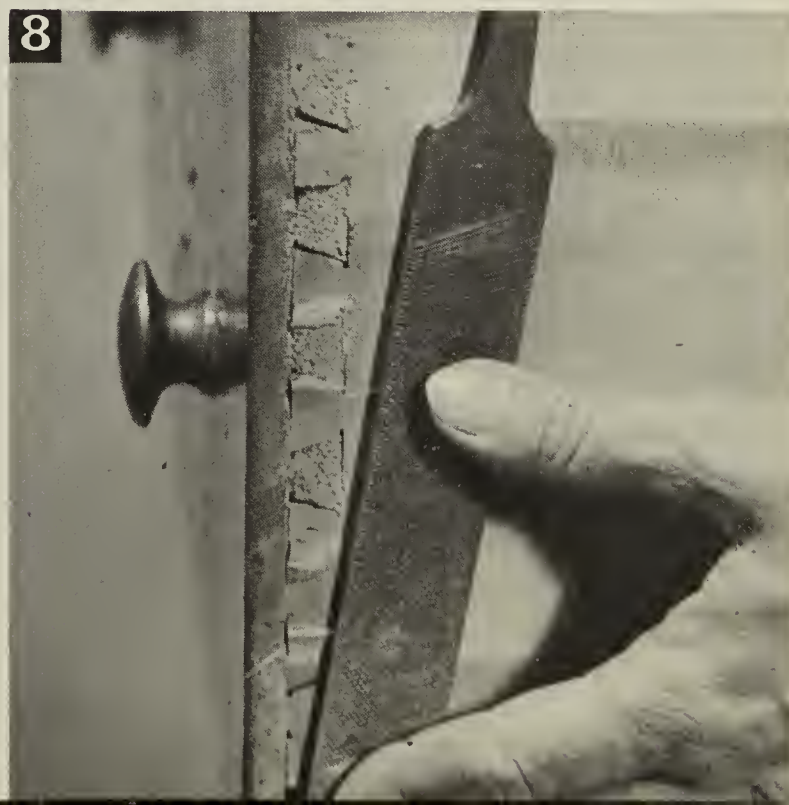
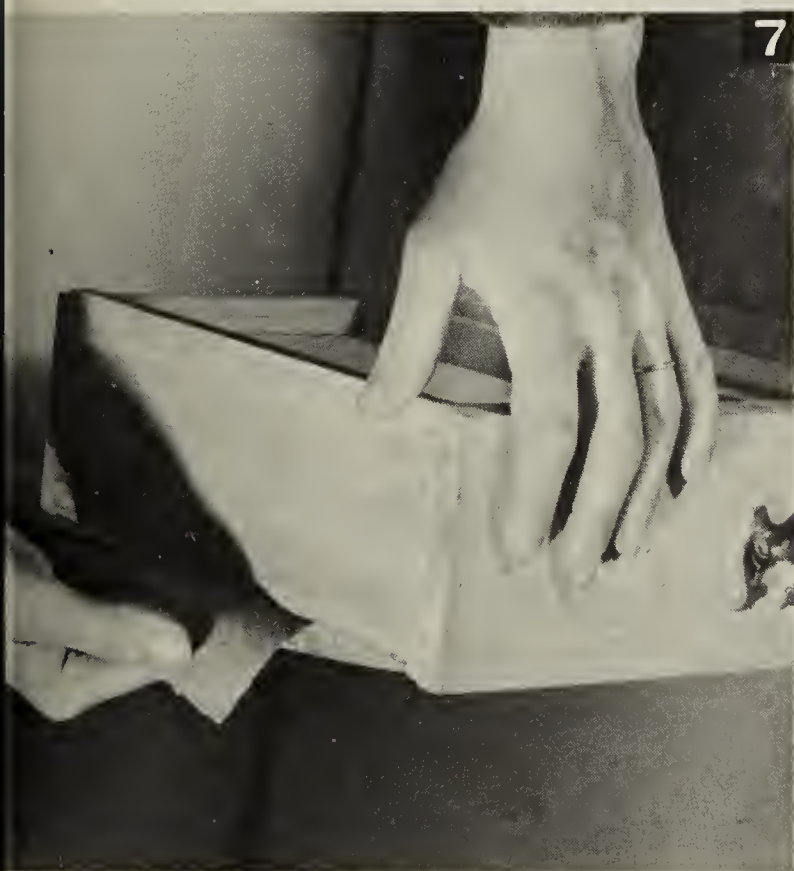


5. If the veneer is loose, wedge open the area with paper clips, fill the opening with household cement, and clamp together. Wipe off any excess glue that oozes out.

6. Scrape off with a penknife any dribbles of paint that may cause drawer to stick and sand the area smooth.

7. Use sandpaper on all sliding areas of drawer and interior of cabinet.

8. Tap loose dovetail joints into line and fill spaces with cellulose cement. After it dries, file off excess cement.



For the leftovers that you want to put back you will have to devise special arrangements. Partitions in drawers may make it possible to store more things in them. In the closet, a high rod is easy to install for evening garments, and shelving can be built to the ceiling for shoes, pocket books, sports equipment, and whatever else you keep in your closet. Apple boxes piled on top of each other will do if they are painted or finished in some way. Many closet gadgets are offered for sale, but you can substitute ingenuity for money to provide the conveniences they offer. Shoe racks and shoe bags can be made at home. A shoe box does for keeping polishing equipment together. Transparent hat boxes are attractive and convenient, but labels on cardboard boxes serve the same purpose and cost less.

Dresser drawers may be lined with colorful paper and scented with sachet. Closet interiors can be papered or painted to match the bedroom or to provide a contrast in color. Edging paper and painted hangers and hat stands also help to make the closet look gay, and may inspire you to keep it neat.

High school students working on a dressing table skirt. Note the matching ruffle around the mirror. The fluorescent lights (there is one on each side) give excellent light for making up and don't take table space as lamps would.

Detroit Public Schools





Living for Young Homemakers and Nowell Ward and Associates

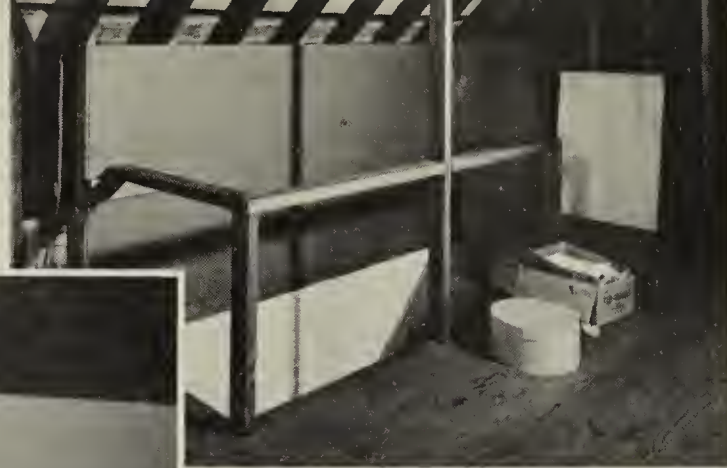
This spread is gay and inexpensive to make. The homemade headboard and pillows, covered in the same fabric, enhance the effect. If you want to copy this and the family ragbag doesn't yield enough material, buy remnants.

YOUR FUTURE BEDROOM

With your own floor plans in front of you, plan the furnishings for one or all of the bedrooms you hope to have. Make a list of the furnishings you would choose. Whenever possible find pictures in circulars or in the daily paper of the specific pieces you would like. Include prices and add up the total for the room.

You will have to invent characteristics for the members of your future family, because bedrooms are such personal rooms that they have to be designed for the individual. Children's rooms are especially fun to work out. They must be playrooms as well as bedrooms, and you can use bright colors and gay decorations. Remember, though, that since children are highly destructive, you must plan on washable wallpaper or paint, plastic or linoleum floor covering, and curtains and bed spreads that can be thrown in the washing machine. Plastic mats for light switches will save some wall washing.

You can economize on young children's rooms, for they have not learned to appreciate fine wood and hand-rubbed finishes. They would rather have bright enameled furniture—but it must be their own size. Adjustable chairs and tables can sometimes be found on the market, which as the children grow



FROM ATTIC TO BEDROOM

Series from *Popular Home Magazine*, *United States Gypsum Company*, and *Hedrich-Blessing*



can be made high enough to suit them by a few turns of a screw driver. Apple boxes, bushel baskets, or orange crates properly finished will do to store toys and books. If they are placed flat on the floor the toddler will find it easier to put his toys away himself.

All the furniture in young children's rooms should be so constructed that the handles are easy to reach and hold. There should be no sharp corners and all drawers should slide easily but should have stops to prevent pulling out from the furniture base. Chairs with well proportioned backs encourage good posture.

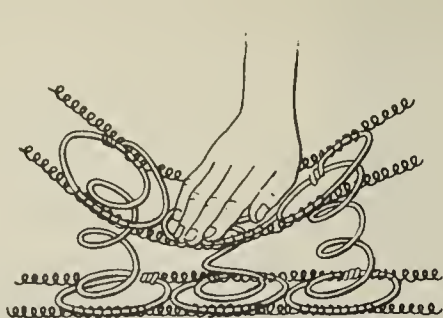
Babies too need housing space. Although it is not satisfactory to have a baby share a corner of his parents' bedroom, sometimes that becomes a necessity. In that case, a screened corner will give a degree of privacy. In it a baby can have a bassinette or improvised arrangement for sleeping, a bathinette or bath table raised to a height for his mother to change and dress him comfortably, and storage space for diapers, towels, and other paraphernalia needed in the care of an infant. Bath supplies can be kept assembled on a tray. A bathinette is a good investment because it serves not only as a tub, convenient to fill and empty, but also provides a surface on which the baby can be dressed and diapered. As an alternative, a low chest may serve as a dressing table and a table can be used to hold an enamel baby's bathtub. Some mothers prefer to arrange for the baby's bath in the family bathroom or in the kitchen and therefore do not make any provision for it in the bedroom.

For an adult's room, the essentials are a comfortable bed, a dresser if there are not built-in drawers in the closet, a mirror, a chair of some sort, a laundry hamper or bag if there is not one in the bathroom, and a wastepaper basket. Carpets, chaise lounges, and radios or television sets may be used in the bedroom also, if you can afford them and have room for them.

Bedroom furniture is sometimes sold in "suites" which consist of a matching bed, bedside table, dresser, dressing table or vanity, a chair, and sometimes a desk. However, it is often wiser to buy only a few basic bedroom pieces, adding others as desired when the budget can include them.

Beds. Beds can be purchased in any style from the canopied Colonial to the Modern with shelves at the head for books, magazines, and a radio. The most popular sizes are the twin, 39 inches wide, and the double, 54 inches wide—both 74 inches long—although there are many other sizes ranging in both dimensions from junior to king-size beds. (The disadvantage of odd-size beds is that they take odd-size sheets, which are more expensive than standard size and not always easy to find.)

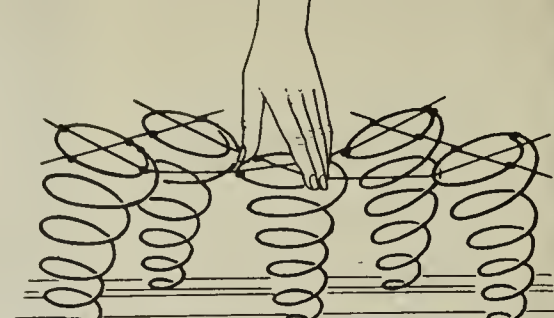
A comfortable bed is dependent upon well-made springs, a good mattress, and clean, smooth bedding. Those are the essentials. If you cannot afford to buy an attractive frame in addition to good springs and mattress, do not buy the frame. For a very small sum you can buy legs designed to fit right on the springs; or you can make them yourself. If you do not own tools, you can get



Wire-tied



Cloth-bagged



The Englander Company, Inc.

Hand-tied

TYPES OF MATTRESS SPRING CONSTRUCTION

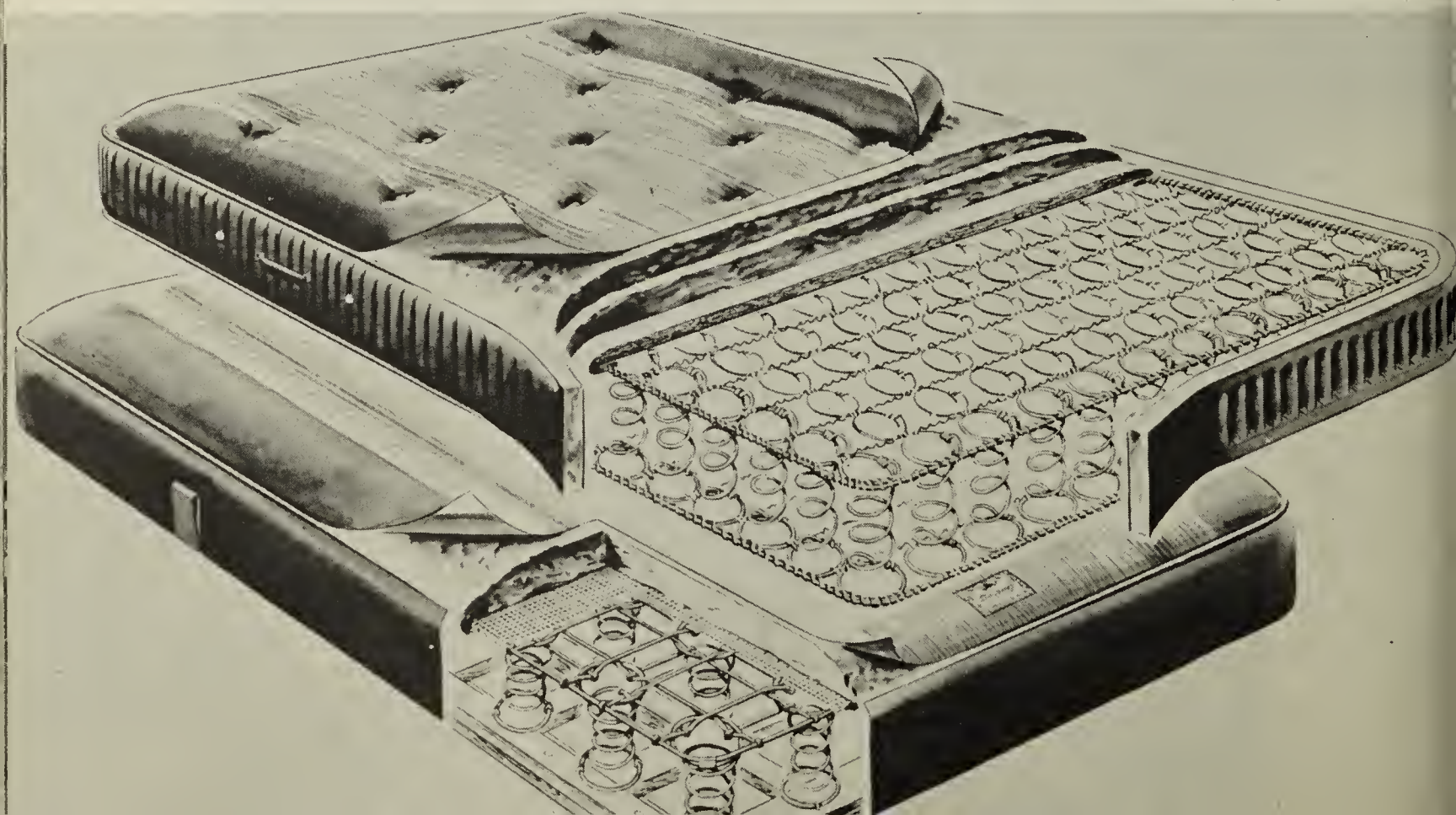
a lumber company to cut them to specified measure. Four or 6 blocks of 4 by 4 inch lumber can be joined together by 1 by 4 inch boards to form a frame. Four or more slats nailed across the frame will make it sturdy, and gliders on the blocks will make the bed easy to move. If you like, you can make a headboard and cover it with fabric or leatherette. Some people prefer the sleek look of such an arrangement to a more conventional bed, especially for use with Modern.

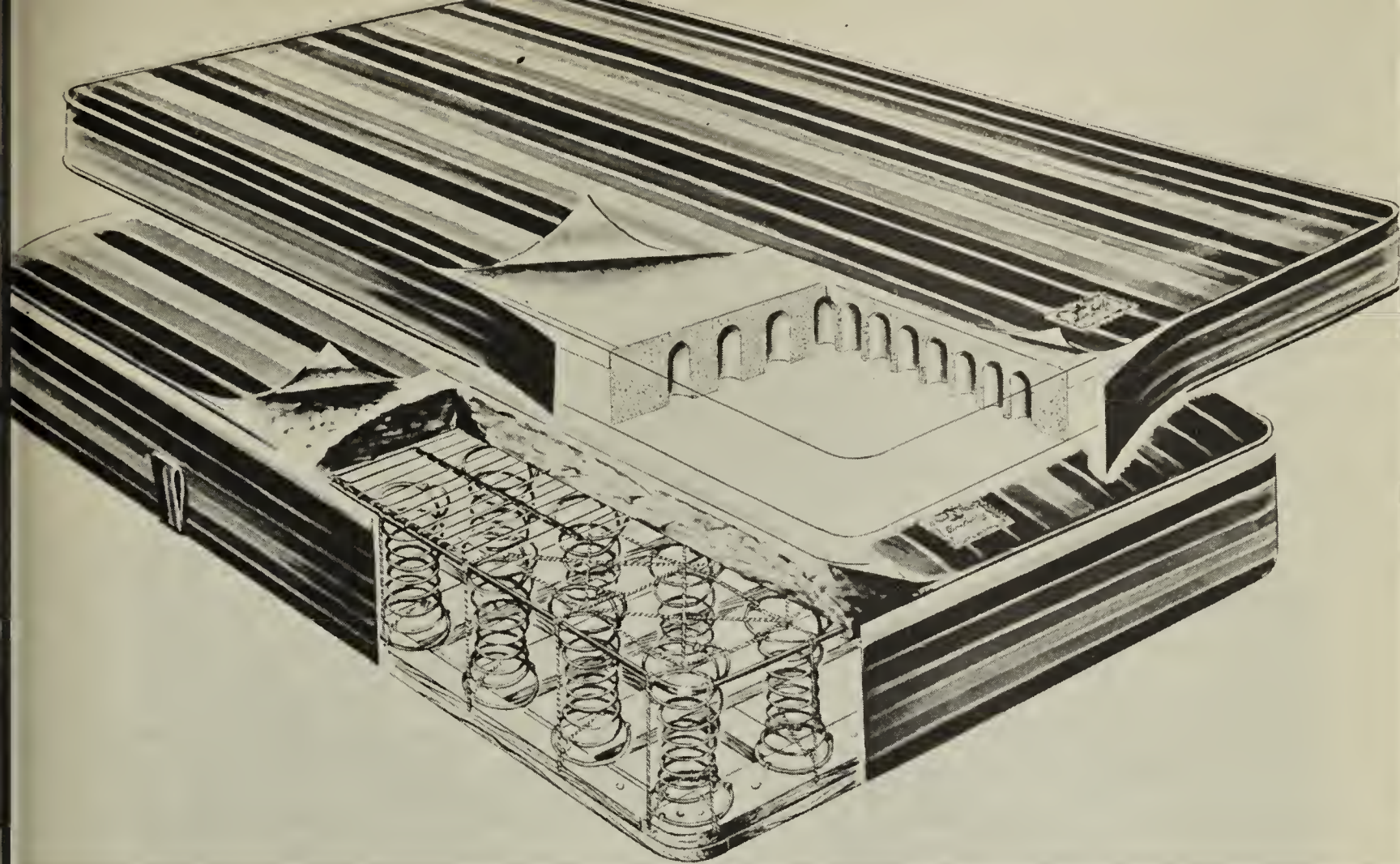
Mattresses. There are several types of mattresses and springs to choose from. Mattresses may be solid upholstery, innerspring, or foam rubber. The first, though the least expensive kind, may be entirely satisfactory, depending on what it is made from. A hair mattress (made from horse or cattle tails or horse mane—hog hair is stiff and bristly) is firm and durable. Long-fibered cotton may also make an excellent mattress, but short cotton or other fibers tend to mat down and make the mattress lumpy.

Innerspring mattresses are made of wire coil springs padded top and bottom with layers of filling. These springs may be (1) connected with fine wire, (2) individually pocketed in cloth bags which are sewn together, (3) hand-tied with heavy twine, or (4) joined together in the center with a steel band. The latter two kinds are best since the coils do not pull each other down as

An innerspring mattress and matching box springs. When you go shopping for these you have to rely on the manufacturer or the store for information about their construction.

The Englander Company, Inc.





The Englander Company, Inc.

A foam rubber mattress and the springs that go with it. Sometimes the mattress comes with a zippered cover that can be removed for laundering.

readily—especially important in a double bed. Coils joined by wire are apt to be noisy.

The foam rubber mattress is the luxury mattress in initial cost, but since it often comes with a 20-year guarantee (if used with the manufacturer's springs), as a long-term investment it is a good buy. You can save yourself the cost of springs by building a solid wooden platform for this kind of mattress. Foam rubber mattresses have other advantages too. They never need turning. They never sag or become lumpy. They are free from lint and other substances which may cause allergy reaction. They can be washed with soap and water.

All good mattresses have such characteristics as a firm border with an edge that remains neat and erect. They have ventilators of some type to permit the passage of air through them, and they have handles attached to the sides for ease in turning and adjusting. All are covered with a strong, closely woven ticking. Tufted mattresses may have flat buttons or cotton tufts in the ticking. The tuftless mattresses have ticking which is stitched to the filling. Crib mattresses are especially firm and are covered with waterproof material.

Springs. You have to use the right spring with the right mattress to get comfortable and lasting results. Flat link springs will not do for anything except upholstered mattresses; they are generally used on cots and rollaway beds.

Coil springs may be open or boxed. Like innerspring mattresses, they may be joined in many different ways and the same evaluations hold. Open coil springs are satisfactory for use with solid upholstered mattresses, but they do pose a housekeeping problem because dust accumulates in them very

quickly. Box springs are recommended for innerspring mattresses and also for foam rubber ones, if you use a spring with your foam rubber mattress. The double coil construction spring is the most desirable; special, deep springs of that kind are made for use with foam rubber mattresses since the foam rubber itself is thin.

Pillows and bed linens. One authority estimates that essential linens for each bed are: 1 pillow, 2 mattress protectors, 6 sheets, 3 pillow cases, 2 or more blankets, comforters or quilts, depending upon the climate, and 1 spread. This allows for one set in use, one in the laundry, and one clean on the shelf.

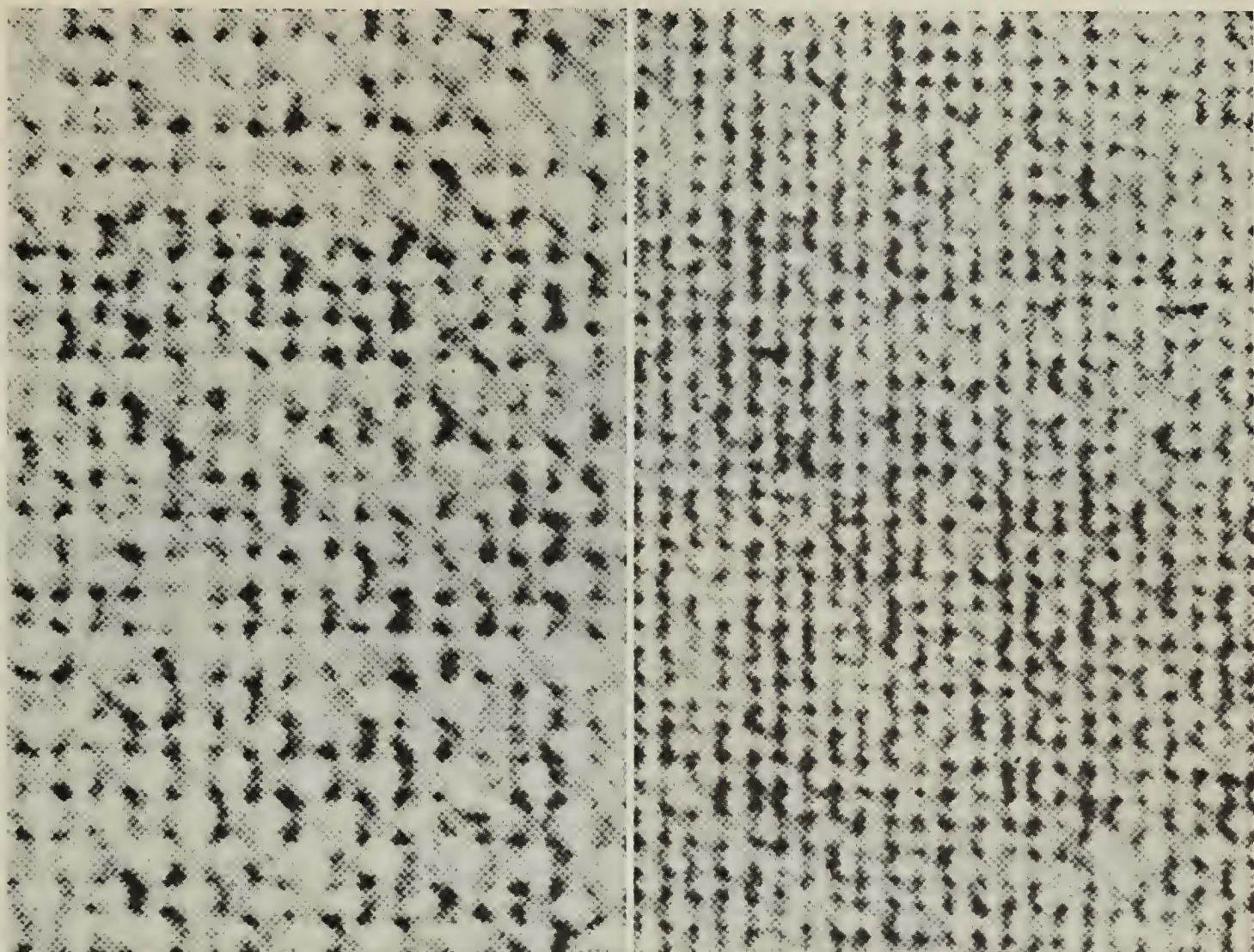
Pillows. The standard size pillow is 21 by 27 inches. A good one must be light in weight, resilient, and free from dust, odor, and stiff feathers. A closely woven ticking is necessary unless there is an underlining. The softest filling is down, but it is also the most expensive. Goose and duck feathers are light and buoyant; chicken and turkey feathers tend to become limp and flat. A popular mixture is 75 per cent goose down and 25 per cent goose feather. A newer filling is foam rubber. Check the label on pillows for information about the filling.

Mattress protectors. To keep the mattress from absorbing perspiration and minor stains, mattress protectors are used. Slip covers of muslin or plastic may be snapped or zipped on, or quilted washable pads may be placed on

A careful shopper examines the selvage of a sheet.

Cannon Mills, Inc.





Cannon Mills, Inc.

The two basic types of sheets and pillow cases: muslin (left) and percale. Muslin, made with a thicker yarn, is heavier in weight, coarser to the touch, and more loosely woven. In percale, the finer yarn produces a lighter weight, smoother, and more closely woven fabric.


the top surface. Some families use both. For children's beds and for invalids rubber sheets with a felt base are available; they fasten securely to the mattress by draw-strings, tapes, or by an extension sewed to the sheet that can be tucked over the ends of the mattress and under it. (Pinning might tear the mattress.)

Sheets and pillow cases. The most frequently used materials for sheets and pillow cases are muslin and percale. Both are cotton, the difference being in the fineness of the yarns. Percale sheets have at least 180 yarns to the square inch. Muslin has less than that, the best muslin having 140 yarns to the square inch. That particular grade of muslin wears better than any other sheet. However, percale sheets are softer to the touch. Also, percale sheets are lighter, so that if you are charged by the pound for having laundry done, percale sheets will cost less to keep up than muslin sheets. Their original cost is higher. Quality in sheets of either kind can be identified by firm, closely woven selvedge and hems made with small, even stitches.


Sheets come in lengths of 90, 99, 108, and 113 inches. They are listed by their torn size which is 10 inches more than the finished sheet. They lose 5 inches in hemming and they may lose another 5 inches in shrinkage; therefore the 108-inch sheet, torn size, is really 98 inches finished. This length

HOW TO MAKE A BED


Series from Pequot Mills




1. Spread the sheet on the bed, centering it with the folds. Tuck under the same length of sheet at head and foot on one side. The right size sheets tuck under the mattress at least 6 inches on all sides.



2. For a mitered corner, grasp edge of sheet, as illustrated, lift up and form triangle. With other hand, guide edge of triangle being formed at mattress corner.



3. Lay triangle, thus formed, back on top of mattress. Lift mattress with one hand and tuck base of triangle under mattress with other hand.



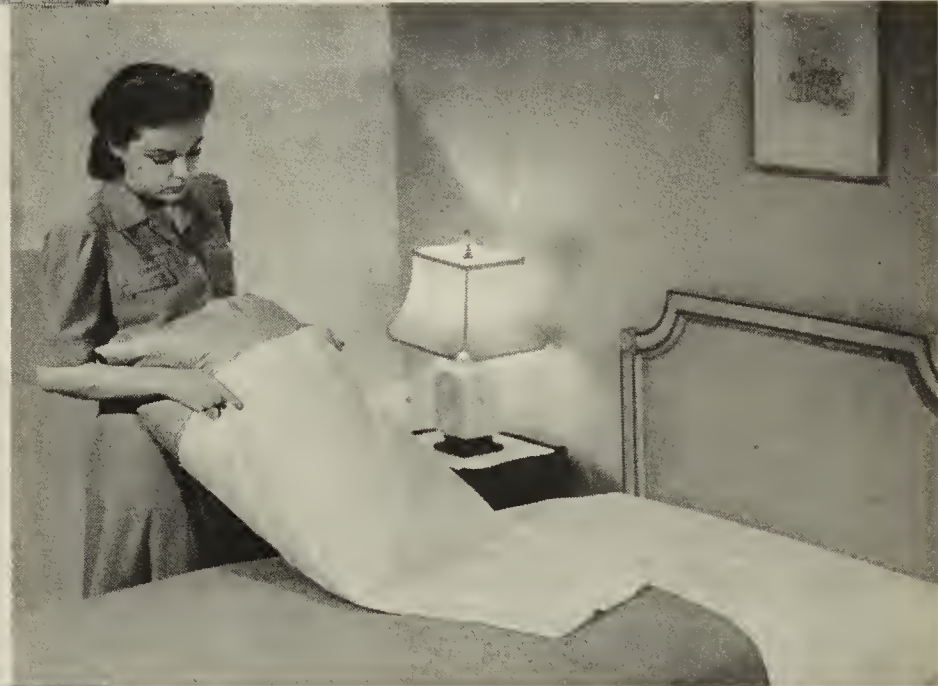
4. Place hand nearest corner against side of mattress while dropping the triangle. Pull tightly—tuck under. Miter other corner. Repeat steps 2, 3, and 4 on other side.

5. Place top sheet on bed with folded side of hem up. Allow ample length at the foot to tuck under and enough at the top to turn back over the blankets.



6. Place blankets on bed about 12 inches from the head end. Fold sheet back over them. Tuck covers under at foot and make half-mitered corners (Steps 2 and 3).

7. To slip on the pillow case, hold pillow firmly against your body and use both hands. The pillow should fill the case firmly at the bottom.



8. Finishing touches. Tuck the spread under the pillow about 3 inches. It is a nice gesture to turn back the covers for family or guests before bedtime.

or the 113-inch length, is best for ease in bedmaking. The 90- and 99-inch sheets are really too short to tuck in on a standard mattress (74 inches long). The widths in which sheets are available are 54 inches for cots, 63 inches for single beds, 72 inches for twin beds, and 81 and 90 for double beds. Pillow cases should be 2 to 3 inches wider around than the pillow and about 10 inches longer.

A new development in bedding is the contour sheet. These sheets, for the bottom only, have strongly-stitched mitered corners to pull the sheet in under the mattress. They are easy to put on, and they stay smooth and in place. They are especially desirable for cribs on which you use only a bottom sheet. The disadvantage of using them for adults' beds is that they prevent you from following the thrifty practice of using last week's top sheet for this week's bottom one.

Hemstitching or scalloping on pillow cases and sheets is pretty, but requires special care in laundering. Pastel sheets and pillow cases are attractive—and remain so if they are colorfast. You can identify the sheets for different-sized beds in the linen closet easily if you have a different color for each size—blue for mother and dad's double bed, yellow for daughter's single bed, light green for the twin beds in the guest room, and so forth. If you think that sheets ought to be white, side tabs that tell the size are a convenience.

Sometimes you can find sheets that have extra threads woven into the middle to make them stronger. Seconds and irregulars may be good buys only if the



Cannon Mills, Inc.

Contour sheets cut bedmaking time, and they do not wrinkle when the bed is in use as easily as do regular sheets.

defect is very minor. Holes, tears, or long floating threads are not considered minor defects since they affect the wearing quality of the sheets. Sheeting in several widths and pillow tubing may be bought by the yard and the hems put in at home. However, there is little if any saving in this practice.

Blankets, comforters, and quilts. The most desirable blanket is light in weight and remains resilient after years of service and innumerable washings. There are several types of blankets—all-wool, wool and cotton, wool and rayon, and the newest type of wool and nylon. The finest are all wool. Other mixtures vary in weight and warmth, but the more wool in the blanket, the warmer it is. Like sheets, they come in different sizes for the different-sized beds. Nowadays, since good blankets are colorfast, it is safe to indulge yourself in soft pastels, bright colors, plaids, or whatever you fancy.

Electric blankets give you "warmth without weight" as the advertisements say. They also minimize the storage problem. Their purchase price is high, but you need only one blanket per bed. You set the switch at the temperature you want and the automatic controls keep the blanket at that temperature no matter how the weather changes. Operation costs are very low. Like all electric equipment, electric blankets should carry the Underwriters' Laboratories seal of approval.

Quilts, or comforters, are ideal for weather with a little chill in it, but not enough to call for a blanket. They are filled with cotton batting, wool, or down, and then sewn through to form a design and to hold the covering to the filling. Making beautiful quilts has always been a source of pride with homemakers, and often they are handed down in the family. The finest are filled with fluffy eiderdown. Since they have to be dry-cleaned instead of washed, they are generally covered with a delicate fabric like taffeta or satin. This makes them slippery, and unless you have some way of fastening them down, you are liable to wake up cold in the night and find the comforter on the floor. One way to prevent this from happening is to sew tapes (1 inch wide and 12 inches long) to the springs and then use clothes pins to hold the comforter to the tapes.

Spreads. Bedspreads can be made at home or bought ready-made of almost any material that is colorfast and sunproof. A fairly heavy material stays neat-looking better than a thin one. Seersucker, nylon, candlewick, or chenille do not have to be ironed, which is quite an advantage in anything as large as a bedspread. A large area of color in the room, the bedspread may match the curtains or harmonize with them. In a room with patterned wallpaper, a plain spread looks best.

Other furnishings. We have already discussed the things to consider in buying wooden furniture, rugs, and curtains. Review the principles given in Chapter 6, especially how to judge wooden furniture, pages 88–90. In choosing dressers or chests of drawers, consider your storage needs. Women usually like shallow drawers for their things, while men need at least one deep drawer to hold a stack of shirts.



THE JONESES'
"SECOND LIVING ROOM"



THE CASE HISTORY OF THE BEDROOMS IN THE JONESES' "NEW" HOME

The second living room. One of the improvements the Joneses hoped for in their "new" home was more space for entertaining. The children so often had the house bulging with their friends who just "dropped in" that Mr. and Mrs. Jones hesitated to ask friends in for bridge or television. Also Mrs. Jones felt that she was not doing her share of giving teas to raise money for the church and opening her house for committee meetings. Their first thought was that they could create a rumpus room in the basement for the children. There was plenty of space down there, and the landlord had offered to supply lumber and paint for permanent improvements if the Joneses would supply the labor. However, as they reconsidered, they realized that the windows were few and small, the stairs steep, and sounds from the basement carried almost undiminished up to the rest of the house. Two old laundry tubs down there furnished the basis for a darkroom for Bob and there was a good place for Mr. Jones to hang up his tools and have a workshop. However, for entertaining, the basement just could not do without expensive alterations.

Therefore, unless one of the bedrooms could be fixed up to do double duty, the Joneses would be no better off because of their move. True, it was an involuntary move, but still they hoped for "better things" from it. They discussed the bedrooms one by one. Bob had been assigned the one opening from the living room because he was usually the last person to go to bed (as well as the last to get up), and because neither Nancy nor Mrs. Jones would be seen in public with their noses unpowdered or with their hair up in curlers. If either of them had that bedroom, they would not be able to finish in the bathroom and get ready for bed until guests were cleared out of the living room. The men in the family hooted at the women's vanity, but Nancy and her parents got the bedrooms opening onto the hall near the bath.

For a number of reasons, Bob's room was useless for a second living room. It seemed best to have a little more space between the second public room and the one where records often blared throughout the evening. Also, it would be undesirable to have to go through one living room to get to the other. Then, too, Bob was an insect collector and his room made people who weren't fond of insects distinctly uncomfortable.

Nancy's room was out, too. She had set her heart on a frilly room and could think of nothing but a ruffled bedspread and a dressing table. While such a room would do to entertain one or two of her friends, none of the rest of the family wanted to use it.

The parents' old bedroom furniture would hardly fit in their new room as it was, and finally after much discussion, the whole family agreed that buying new dual-purpose furniture for Mr. and Mrs. Jones' bedroom would be the best use of the money they meant to spend on fixing up their new home.

At present the room contained an old walnut double bed, a matching dresser and mirror, a worn, but useable blue carpet (retired from a previous living

room), and white ruffled curtains. The bed would have to go to the Salvation Army on the day it was replaced, for nothing could be done with that. The massive dresser would not do for the room's new use either. Bob claimed it to hold photographic equipment in the basement. Mr. Jones took off the mirror and mounted that firmly on the back of Mrs. Jones' closet door. (His first project in the new house had been to build each of them a closet.) Below the mirror he attached a small wooden box for hairbrush, lipstick, and such equipment. He also built in some shelves inside each of their closets since they would not have much drawer space in the new arrangement.

The Joneses decided that the rug would have to serve, and Mrs. Jones got out the old draperies they had used with it when it had been the living room rug. These had a green leaf design on a pale blue background, and there were some matching pale blue glass curtains.

Since it was such a small room, the Joneses decided on a monochromatic color scheme. They painted the walls a medium blue, and at once the room, which had been a dingy-looking buff, looked larger.

Since it was already the end of June when their plans had progressed this far, they decided to wait for the August furniture sales before making their major purchases. In the meanwhile, Mr. Jones made a small table with metal pipe legs, and Mrs. Jones, with the aid of her Home Demonstration group, made a sturdy table lamp.

For some time, the senior Joneses had been admiring a certain style of unit furniture in one of the local department stores. It seemed ideal for the new room and would undoubtedly be useful wherever they moved in the future. Sure enough, when the August sales came around, the store reduced this group of furniture 10 per cent, and the Joneses promptly bought a desk, a desk chair, and a storage unit. They were also lucky enough to find a sofa-bed covered in a deep blue material which had been used as a floor sample and was on sale "as is" at the price of similar sofa-beds in muslin. When the furniture arrived, the Joneses moved in their television set, arranged current books on the desk, and started using their "second living room" that very evening.

Nancy's bedroom. Because, by family decision, the furnishing money went into the second living room, Nancy had to use her ingenuity and her own allowance for any new furnishing she wanted for her room. Of course, she had one big windfall in that the landlord would pay for wallpaper. She chose a red and blue tiny floral print on white, and Bob and Mr. Jones put it up for her. By shopping around carefully in the second-hand stores, she found a dressing table for \$3.00. Mr. Jones cut to fit its top a piece of auto glass he bought from a junk yard. A cheese box, spied when she was out marketing with her mother, served for a stool.

Nancy did not know how she was going to finance a skirt for the dressing table, and she had just about given up the idea of new curtains and bedspread when her home economics teacher at school suggested that she dye old sheets



The Joneses' "second living room."

Better Homes and Gardens Magazine





Nancy's bedroom.

Cannon Mills, Inc.

and make the things she wanted herself. Nancy was thrilled and rushed home to beg old sheets from her mother and then over to her favorite aunt's to get some more. She dyed them a medium blue—about the color of the walls in the den-bedroom across the hall. The first thing you saw on entering her room was the dressing table beruffled in blue against a window which was similarly bedecked. The whole effect was charming and feminine.

Bob's bedroom. Bob did very little to his room except stack fifteen apple boxes against one wall. He and his father had painted the walls a light brown and he used leftover brown paint for the outside of these boxes and green enamel (washable) for the inside. These held bottles of bugs, stacks of photographs, books, and other paraphernalia. His mother noted with approval that with this arrangement to hold his things, his room looked neater than it had since nursery days.

Thus with the second living room, Nancy's fluffy room, and Bob's new storage arrangements and dark room in the basement, the Joneses found life more harmonious and enjoyable in their new home. True it took time, effort,

A place to store outdoor clothes at the back entry prevents their being thrown in a heap in the living room. Nancy built this kind of closet in her room, painted it blue, and hid it behind a wallpapered screen.

New York State College of Home Economics



and money to make it an improvement over their old home, but they found all three well invested.

HOUSEKEEPING IN THE BEDROOM

If each family member does the daily care in his own bedroom, housekeeping is a great deal easier for the person in charge. Actually the daily pick-up is almost no trouble at all, once you've developed a few good habits. For instance, clothes should go directly from your body to a hanger to be aired or to the laundry hamper. There is no purpose served in strewing them around the room and then having to pick them up in the morning.

The bed covers can be flung back as you get out of bed in the morning so that the bed is being aired while you are having breakfast. In addition to these automatic housekeeping practices (they really will become so), here are the things that need doing daily in the bedroom. They will probably take you 10 to 15 minutes after breakfast. The Glossary of Cleaning Techniques, pages 261-289, will help you with specific cleaning problems.

Daily care

1. Open windows top and bottom.
2. Make the bed.
3. Pick up things that belong in other rooms or that need to be put away.
4. Dust, if necessary.
5. Mop floor and carpet sweep, if necessary.
6. Put furniture and accessories back in place.
7. Close window and adjust blinds and curtains.

Weekly care

1. Strip bed and turn mattress. One week turn it end for end, and the next week turn it sideways. Then remake with clean sheets and pillow case—or at least one clean sheet if you follow the thrifty practice of using last week's top sheet for this week's bottom one.



The Hoover Company

A basket equipped with the small cleaning essentials will save many a trip. Select a strong, light, flat-bottom one with a handle. A "tomato flat" will do.



Lambert from Lewis

Take the opportunity when curtains are down for washing to give Venetian blinds a thorough cleaning.

2. Collect things that need washing or polishing and attend to them.
3. Empty wastepaper basket.
4. Use vacuum attachments to pick up dust.
5. Wax or polish wooden furniture.
6. Vacuum or shake rugs.

Occasional tasks

1. Put away out-of-season clothes and bedding.
2. Wash curtains.
3. Dust bed springs.
4. Have mattresses (except foam rubber ones) renovated about every ten years, pillows every five to seven years.
5. Straighten closet about once a month. Then periodically empty closet and wash walls and shelves.
6. Straighten bureau drawers about once a month. Then periodically empty bureau drawers, clean, and put in fresh lining paper.
7. Wax floors.
8. Give rugs special care; wash them or have them cleaned, turn them, have them moth-proofed if they are to be put away.
9. Brush walls.
10. Shampoo upholstered furniture and lampshades.
11. Thoroughly clean window shades or wash and wax Venetian blinds.
12. Thoroughly clean radiators.
13. Wash windows, mirrors, and picture glass.

THE BEDROOM AND FAMILY LIVING

The role of the bedroom in the scheme of family living goes beyond the mere supplying of a place to sleep and dress. His bedroom is the place where each person has a chance to express his own individuality. Everyone needs a place to call his own even if it's not a whole room but just a corner of one. This is where good management consists of respecting the rights of others. The homemaker who has her family's best interests at heart never tries to force her ideas on decoration and arrangement across the threshold of another person's bedroom. She may encourage neatness and cleanliness, but on those things which express personal taste she should not intrude. This doesn't mean that she should not help with decorating problems when her help is wanted. But it is possible to help and still keep in mind that the occupant of the bedroom is the one to be pleased.

ACTIVITIES

1. **Be prepared** to present your "future bedroom" plan or plans (if you've done them for a future family) to the class. In a large group you will have to copy it on the blackboard so that everyone can see. Use colored chalk to indicate the color scheme. Pass around the fabric swatches, color samples, and pictures of furniture you have collected. After your explanation, ask the class to discuss the merits and weak points of your plan.
2. **Work out** a cleaning schedule for your present bedroom. It may or may not follow the schedule given at the end of this chapter, but it should be more detailed and specific. Fill in the time it takes to do each task, after you have experimented and discovered the fastest way to do a good job. Bring your schedules to class and compare them. What are the standards on which you based your schedule?
3. **Investigate** the storage of bedding in your home. Where is it kept? Is your mother satisfied with the placement of each type? What improvements could be made? Possible improvements might be to:
 - a. sew colored bias tape on the lower hem to distinguish single bed sheets from double ones.
 - b. fold linens to conform with dimensions of shelves or drawers used for storage.
 - c. stack with folded edge toward the front.
 - d. use separate piles for each type of linen.
 - e. rotate stacks weekly so that wear will be distributed evenly.
 - f. edge the shelves with an attractive fabric. Edging can be made inexpensively by gathering pinked or bound strips of chintz or plastic or gingham.

CHAPTER 12

THE BATHROOM

American families place a high value on personal cleanliness. There is no country in the world where the per capita use of soap and water is higher or more enthusiastic. This gives the bathroom an important place in family living. Besides providing facilities for personal cleanliness, bathrooms also double as first aid stations and sometimes light laundry centers, although if there is one thing that men have in common, it seems to be a dislike of seeing stockings hanging in the bathroom.

Ideally every bedroom would have its own bathroom, but that ideal is not financially feasible, plumbing being a major expense. Usually one bathroom must serve two or three bedrooms. When several share a bathroom, an extra wash basin and partitions, so that one person can be taking a bath while another is shaving, ease congestion. Although it's empty for hours during the day, there are times when everyone wants to use the bathroom at once. For most households the worst such period is early morning when everyone is getting dressed for the day and has a schedule to meet. Another trouble spot is before dinner or later in the evening when family members are dressing to go out. Any arrangement that permits two or more people to use a busy bathroom at the same time will contribute to family harmony.

In two-story houses, a bathroom or at least a lavatory (toilet and wash-basin) on the first floor is practically a necessity. Such a room near the entrance hall is convenient for guests. It should not be visible from the living room, however. If there are children, a bathroom or at least a washroom that can be entered directly from the backyard is a wonderful arrangement. There muddy shoes and overalls can be taken off and soap and water applied before the youngsters are let loose in the rest of the house.

All bathrooms in private houses should have windows to let in light and fresh air. In large apartments where the maintenance is good, inside baths with ventilators are reasonably satisfactory.

A private bath may open from the bedroom, but a bath that serves as many as two bedrooms should open from the hall rather than from the sleeping rooms. Many homes and apartments, however, have a bathroom between two bedrooms, a less desirable arrangement, requiring thoughtfulness about unlocking connecting doors.

In spite of the hard use they are given, modern bathrooms tend to be quite small—space saving again—in contrast to the old-fashioned bathrooms. But



Popular Home Magazine, United States Gypsum Company, and Hedrich-Blessing
Some money, a weekend's work, and imagination transformed the bathroom at the right into the attractive bathroom pictured above. Woodwork, walls, and ceiling were painted one color—a cheery coral red—and spatter-dashed with black and gold to camouflage uneven surfaces. The cotton string rug is coral red too, laid right over the old linoleum. No need for an extra bath mat here! For towel storage, an unpainted cabinet was bought to fit the space under the sink and painted at the same time as the walls. The final touch—sewing sequins on chintz to make new curtains!



at least in the smaller room there is less floor to be scrubbed, and the modern equipment is so streamlined that it requires less space. However, many modern bathrooms are so small that they will not take a bathinette or even a clothes hamper or scales.

ANALYZE YOUR OWN BATHROOM

You cannot move the plumbing fixtures in a bathroom the way you can move furniture in other rooms, unless you have a money tree in the back-yard. But there are some things you can do to improve many bathrooms. And thinking about the arrangement of your present bathroom will help you if you ever do build a dream house of your own. Use the chart below to help you analyze the bathroom you use.

BATHROOM EVALUATION CHART

(Use a form similar to the following. Do not write in this book.)

QUESTIONS	COMMENTS	SUGGESTIONS
1. Is the bathroom so located that it is convenient for use and yet private?		
2. Are the plumbing fixtures conveniently placed?		
3. Is the bathroom easy to keep clean?		
4. Is it safe?		
5. Are there niches or dishes to hold soap and plenty of racks for towels.		
6. Are there supplies for first aid that are easy to get out and yet safe from children and absent-minded adults?		
7. Is there a rack for light laundry if the bathroom is used for that?		
8. Are there enough towel racks, marked for users?		

IMPROVING YOUR BATHROOM

Perhaps the suggestions below will help you to improve your bathroom. Some of the improvements are possible only if you own your home; others are practical even if you rent.

From difficult to easy to maintain. Cracked plaster around the bathtub is one of the hazards of housekeeping in the bathroom. If you can install some kind of tile or waterproof wallboard, you will eliminate this problem.



Westinghouse

Fluorescent fixtures on both sides of the mirror distribute light evenly over the face—and help when one is applying make-up or shaving.

There is a new kind of metal tile on the market (it looks like regular tile) that is easy for the amateur to handle.

Wooden floors are almost impossible to keep clean in the bathroom. If you cannot afford to have plastic floor covering, linoleum, or some kind of tile installed and do not want to tackle the job yourself, at least put down a linoleum rug.

Other rugs in the bathroom should be small enough to go in the washing machine. Good quality plastic curtains for the window and the shower stand up better in the damp atmosphere than cloth ones do.

From dangerous to safe. A safe bathroom is equipped with a rubber mat and grab bars to prevent falls in the tub or shower. A special dish to hold soap so that it does not get underfoot is another step in the right direction.

Electric fixtures that can be reached by someone who is using running water are an invitation to electric shock. At the same time that you have an electrician remove that hazard, have him put in a switch by the door to replace a string hanging down in the middle of the bathroom. Such a switch is important in every room, but it is especially so in the bathroom.

In a household where there are young children, the medicine cabinet may well be locked. Even adults, although not so experimental, are apt to take a

SAFETY IN THE BATHROOM

*American Mutual Liability
Insurance Company*

Since the bottom of a bathtub is slippery, a non-skid rubber mat inside the tub is a wise safety measure.



*American Mutual Liability
Insurance Company*

If soap falls to the bottom of the tub, it can cause a dangerous fall. To prevent such an accident, install a convenient soap dish.



National Safety Council

One of the most important of all safety equipment is a grab bar and hand grip. This tub is well equipped in that respect.



dose from the wrong bottle by mistake. Insecticides should be kept elsewhere. Poisons should be clearly marked either by putting pins in the corks or wrapping the bottles with sandpaper or some such system. The minimum essentials of a medicine cabinet vary, each family having its own needs. It is well to figure out what your family uses and what special first-aid equipment is recommended for your area.

YOUR FUTURE BATHROOM

The home for which you chose floor plans in Chapter 4 is almost furnished—on paper at least. What do you want for the bathroom? Save pictures from magazines of particularly attractive bathrooms. You can write the manufacturers and get more information on what is available.

The essentials of any bathroom are, of course, a bathtub, a wash basin, and a toilet. Bathtubs are made of cast iron or steel, coated with porcelain enamel. Wash basins are made from those materials and from vitreous china. Toilets are made only of vitreous china.

Steel usually costs less than cast iron, and is lighter, which means that it is easier to install and imposes less of a strain on the building. However, most people prefer the rigidity of cast iron. The porcelain enamel finish on either material is easy to clean and is resistant to stains.

Vitreous china is fine clay fired at a high temperature to become a solid, uniformly hard, non-porous material. It needs no surface coating and there-

Back-to-back is the least expensive way to install plumbing fixtures.

Kohler Company





Cannon Mills, Inc.

If you don't have a linen closet, a breakfront in a hall might supply the needed storage space. This one has a pull-out shelf where towels and sheets may be sorted before being put away. Always store household textiles so that they will be rotated in use. Nothing wears them out as fast as use of the same ones over and over again, for that does not give the fibers a chance to rest and dry out. The bands shown around the stacks are decorative, but not essential.



Cannon Mills, Inc.

Hanging shelves are an inexpensive way to provide an attractive place for towels, accessories too large to fit into the medicine chest—and even a decorative plant.

fore there is none to wear off. It is stain- and acid-resistant and can be wiped off easily with a damp rag. Its only disadvantage, besides its price which is higher than porcelain enamel, is that it cannot be made into units larger than 36 inches across. Larger pieces warp out of shape during drying and firing.

Specifications for the size and various parts of all three major bathroom units, and also standards for freedom from blemishes, have been set up by a group of manufacturers, working with the United States Bureau of Standards. "Regular selection" are first grade units and "culls" are ones with tiny imperfections which will not impair usability in any way. Since these imperfections are scarcely discernible to the untrained eye, "culls" seem a wise buy for the budget-minded. For those who want nothing but the best, some manufacturers have a "special selection" group. Colored bathroom fixtures are more expensive than the standard white ones, but plumbing fixtures are so permanent, the extra cost may be worth-while.

Bathtubs come from 4½ to 6 feet in length. There are square ones too—with the part you bathe in running diagonally across, leaving a seat on either side. This shape takes less wall space although it takes more overall space. Modern bathtubs are made so that they come flush against the wall and the floor. The old-fashioned tub, set upon legs, was a prime dust collector.

If possible, never place a tub under a window. Dust settles in it, there is a cold draft in winter, and you have to stand in the tub to open or wash the

window. Some people prefer stall showers to bathtubs, but showers are not suitable for very young children; therefore, a bathtub with shower fixtures above it is really more practical if you cannot have both.

Basins come in many shapes and sizes. A large one is useful for light laundry—and even for the baby's bath. Basins are supported on two legs or one leg, or have no legs at all. This latter type, supported on a wall bracket, conserves space, makes cleaning easier, and is the least expensive. Some basins come with towel rods attached, a convenience in a small bathroom that has several users—but a convenience that can easily be added to any basin. Five-and-tens carry rods that will clip on.

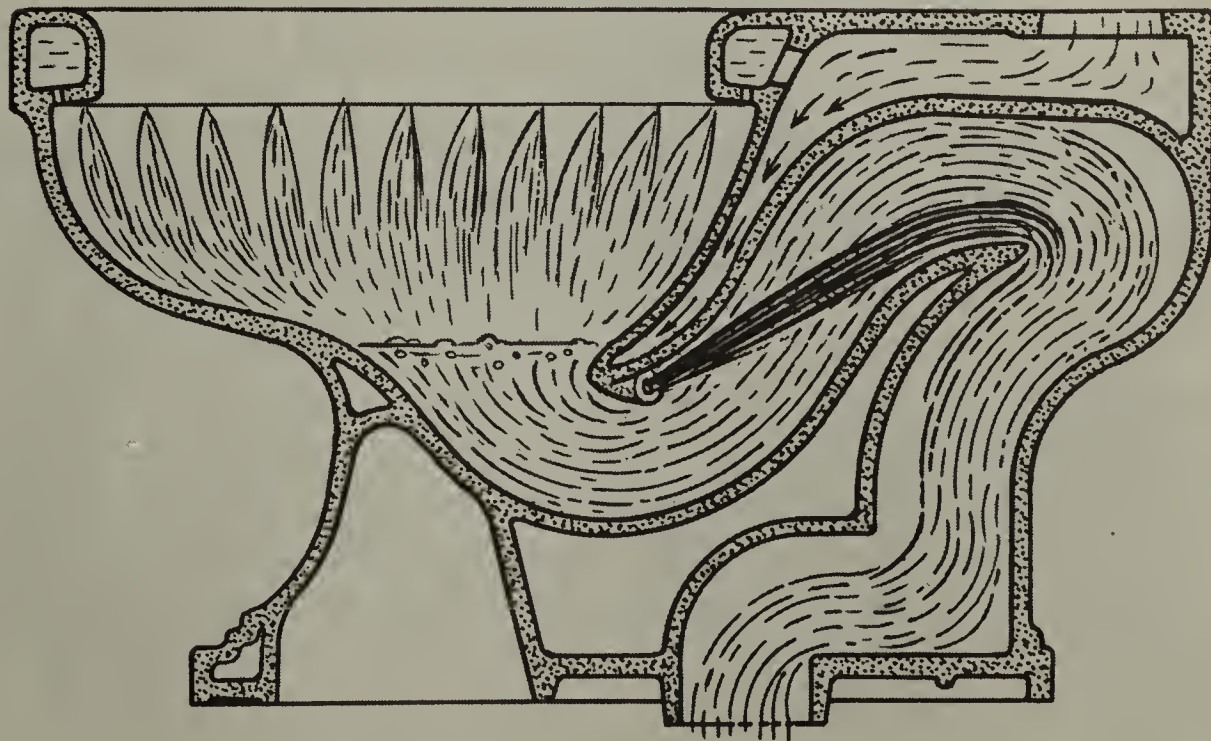
A combination spout for hot and cold water is a convenience and a large overflow outlet minimizes the danger of the bathroom's being flooded—always a possibility when young children are about. A simple stopper will not get out of order the way more complicated models do, and is just as effective.

There are three types of toilets in general use, their names being based on their flushing action: the syphon jet, the reverse trap, and the washdown. The first is the fastest, quietest, and most efficient. It also uses the minimum amount of water. The other two are not as satisfactory. If you are going to install a toilet, insist upon the syphon jet, even though it costs more. The difference in price between that and the other kinds is not very great.

All plumbing units, in bathroom, kitchens, or laundry, have what is called a "trap" in their water pipes. This is a bend in the shape of an "S" or a "P" (turned sideways) which fills with water and acts as a seal to keep odors from the drainage system from entering the house. Occasionally these traps get clogged up with grease or solid matter and have to be cleaned out through a valve which opens at their lowest point.

Entering water fills traps completely, thus starting syphon action which withdraws water quickly from the bowl. This is the preferred type of toilet.

American Standard





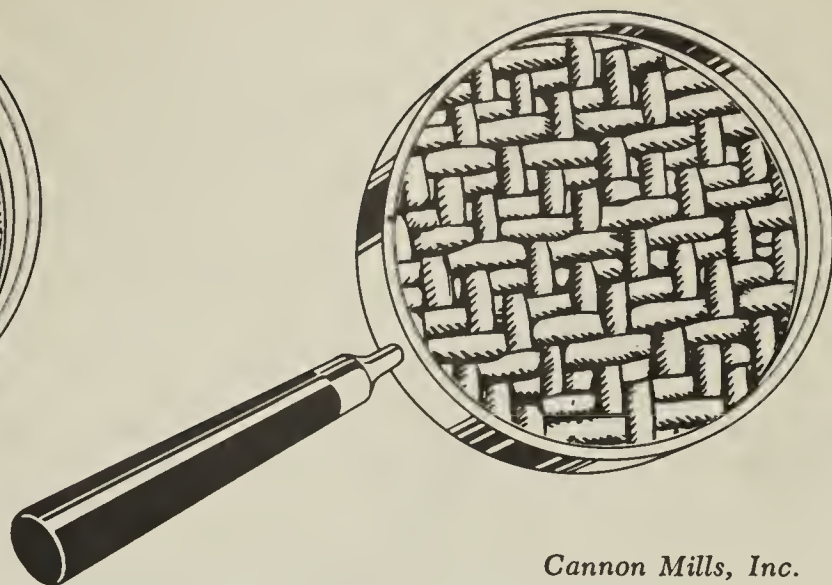
A septic tank is buried in the ground; solid sewage settles to the bottom of the tank, and liquids drain through the pipes and out into the soil. Traps filled with water prevent undesirable gases from the tanks from going back into the house.

In a city of any size, the disposal pipes are connected to the municipal sewage system, but rural householders must make their own arrangements. Their choice is between a cesspool and a septic tank. A cesspool is just a deep covered pit into which the disposal pipes drain. It disposes of liquids by seepage deep into the surrounding soil. It is cheap to dig, but expensive to maintain, because it requires frequent cleaning. Cesspools are very likely to be a health hazard and many states have regulations prohibiting their installation.

Septic tanks are the most satisfactory method of disposing of sewage where there is no public system. A septic tank system consists of a concrete tank and a tile disposal field laid just a foot or two below the surface of the ground. All the sewage passes through the tank. The solids stay there and are partly decomposed by bacterial action, but the liquids pass into the tile field and thus into the near-surface soil where they are exposed to another kind of bacterial action. Septic tanks also need to be cleaned out occasionally, but not as often as cesspools, and they do dispose of sewage in a more sanitary way.



Loops do the drying.



Ground weave does the wearing.

Cannon Mills, Inc.

Outside toilets are used where there is no running water in the house. These should be well-ventilated and frequently cleaned, deodorized, and disinfected. Bathrooms can be arranged with the chemical type of toilets especially for wintertime use. Even though water has to be carried in, waste water can be piped out from the bathroom as well as from a kitchen sink. A bathroom without running water can be made otherwise convenient and attractive.

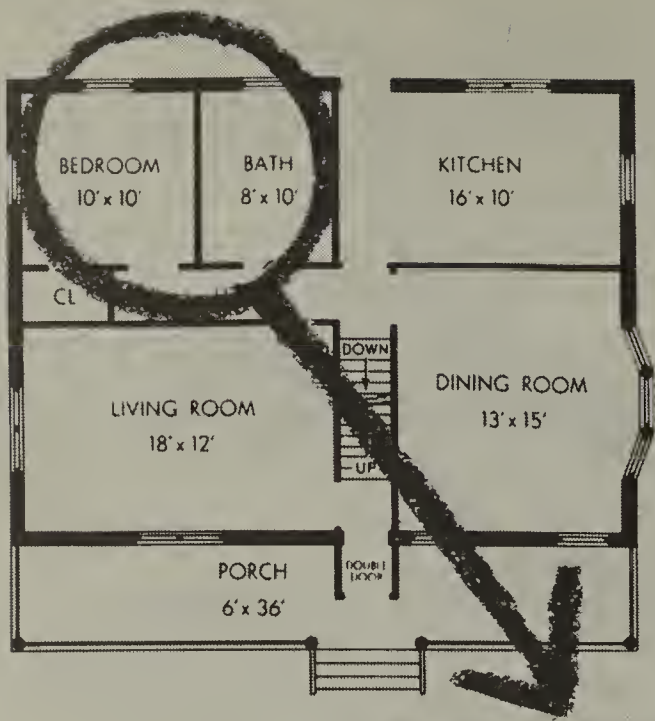
For bathroom walls and floors, the same materials that are used on kitchen walls and floors are suitable. Tiling, though, is even more desirable around a shower than it is around a stove, and tile floors—so easy to wash down, especially if there is a built-in drain—are not tiring to stand on for just a few minutes a day. Although tiling is expensive, over a long period of time it pays for itself in money that would otherwise have to be spent in upkeep.

Heating, if there is no central heating, is more of a problem. Built-in heaters cannot be upset, but there is always that danger with one that is not built in. If a gas heater is used, it is imperative that the tubing for the fuel be metal rather than rubber and that there be ventilation at all times. Otherwise there is danger of asphyxiation. The portable electric heater eliminates this danger, but it is, in some areas at least, an expensive way of heating; when it is used in a room where running water and wet hands are frequent, it introduces the hazard of electric shock.

Examining a towel for firm selvage and thickness of weave.

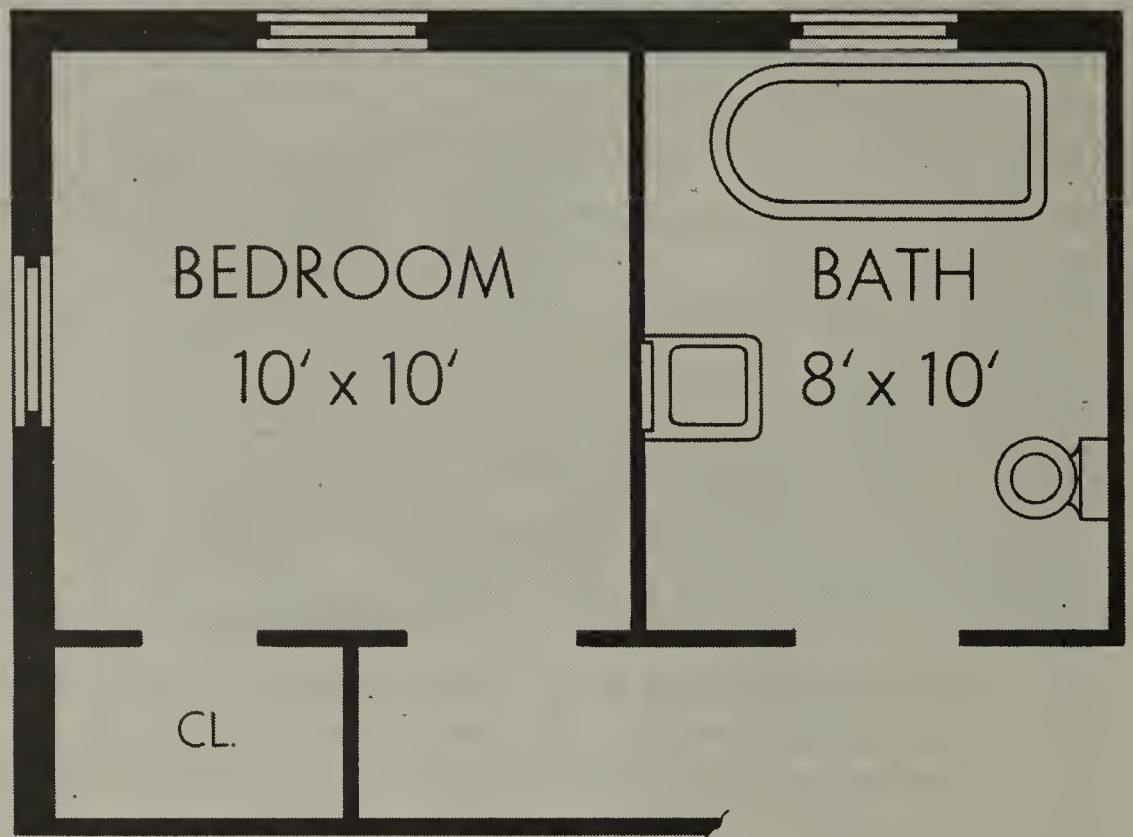
Cannon Mills, Inc.



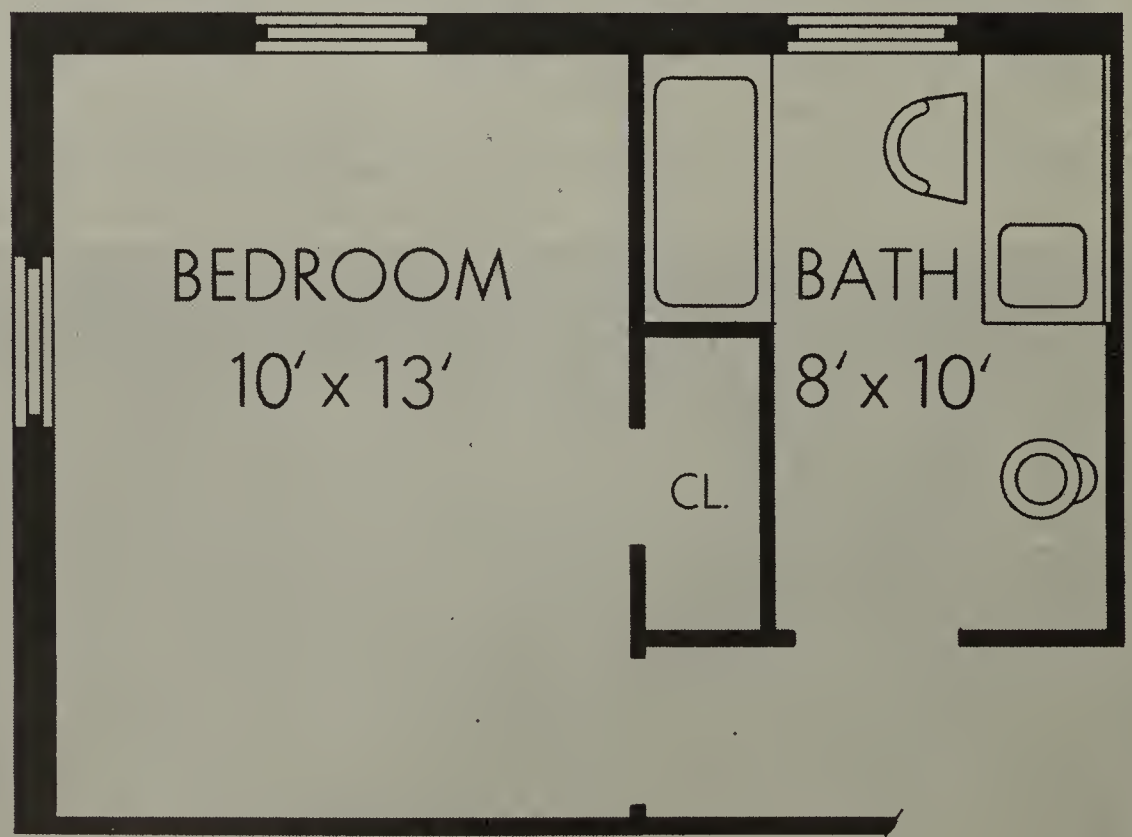


GRANDMOTHER LEE'S BEDROOM AND BATH

Before



After



For such a small room, the bathroom takes an amazing amount of equipment: towels, bathmats, curtains and shower curtains, a waste basket, a clothes hamper, a medicine cabinet, and possibly a drying rack and scales. The linen needs of families differ, but one authority estimates that you need, per person, 3 to 6 bath towels, 6 face towels, and 3 wash cloths. Of course, that would depend on how often the laundry is done. Heavy, closely woven, double loop towels are more absorbent than single loop ones. Colored towels should be colorfast to sunlight as well as to laundering. Many busy homemakers use disposable paper towels for guests who are only in the house for a few hours, thus cutting down on laundry.

CASE HISTORY OF GRANDMOTHER LEE'S BATHROOM

One of the essentials for the Lees in choosing their home had been a ground floor bedroom and bath for Grandmother Lee. The house they bought did fulfill that requirement, but the maid's room (for so it had been intended by the builder) was only 10 feet square—just big enough to squeeze in a bed and dresser. However, Mr. Halsey, their architect, had shown them how they could take space from the hall and from the adjoining bath to make the room considerably larger. This meant taking the closet out of the bedroom, thus enlarging that room, and putting it in part of the bathroom (see drawings, opposite). Because that made the bathroom smaller, they had to buy newer, smaller plumbing fixtures—an expensive undertaking. However, the Lees were ready to put quite a bit of money into the house they had bought to make it approximate, as closely as possible, the house they had hoped to build.

The bathroom had only two positive virtues: its ample size and its location, which was convenient for guests as well as for Grandmother Lee. The old bathtub had been placed under the window. It was a high structure set on curlicue legs and was badly scratched, as though workmen had stepped in it with boots on. The basin, of the same vintage, was cracked and discolored from dripping water. The toilet, operated with a chain pull, could be heard all over the house. The white tile on the floor was the tiny six-sided kind that never looks clean.

Grandmother Lee, who could remember the day when such a bathroom would have been considered luxurious, insisted that it was all right. But all the other Lees felt that drastic remodeling was needed. The first thing that was done, of course, was the partition moving. To replace the closet in the bedroom, a space 5 feet by 2½ feet was taken out of a side of the bathroom. The space left just accommodated a new tub, this one a modern style flush against walls and floor. Thus the chore of sweeping around and under the tub was eliminated. Mrs. Lee rather fancied colored bathroom units, but essential expenses were running so high that she compromised on standard white ones (in fact, they bought "culls"), and planned to add color to the bathroom with wallpaper.

Since Grandmother Lee liked to sit down while she fixed her hair and there was not much room for a dressing table in the bedroom, Mrs. Lee

designed for the bathroom a long counter with the basin set in one end and a drawer for hairbrush, comb, and such things in the other. This was covered with the same green marble linoleum pattern that was used on the floor of both bathroom and kitchen. Below the basin, a laundry hamper pulled out and at the dressing table side, leg room was left and a chair was supplied—an old ice-cream parlor chair enameled white with a bright red quilted plastic seat. Above the counter a large mirror extended from counter to ceiling. These changes also made the room suitable for a guest bathroom.

Mrs. Lee did the wall tiling herself, buying painted metal tiles from a mail-order house. She did the wall below the window and to the same height above the tub. The top of the window wall and above the tiling around the tub she papered with a crisp, bright wallpaper. On a white background, it displayed vivid red geraniums with bright green leaves. The mirror above the counter reflected the pattern on the opposite wall, making the whole end of the room vibrant with color. It would have been too much pattern and color for a family bath used day in and out, but for a guest bathroom and for Grandmother Lee, whose sight was dimming and who loved flowers, it was perfect.

Inexpensive portable towel racks are useful, especially when guests overtax available fixed racks. One shelf at the bottom is also handy for other extra equipment.

Cannon Mills, Inc.



With so much pattern and color, a window curtain was not needed, especially since the bottom half of the window was of frosted glass. The window frame was merely painted the color of the green leaves.

The other end of the room was bare and simple. Walls were done in a flat white paint and the only decoration was a single glass shelf to the right of the door as you entered, supporting a pot of ivy.

A white cotton bath mat and white towels on which Mrs. Lee had worked green monograms completed the room. The towels were hung on racks under the window and at the end of the counter. Now the old bathroom was completely gone and a striking modern one had taken its place.

HOUSEKEEPING IN THE BATHROOM

A bathroom that is clean and attractive at all times is the reward of a family each of whose members washes the ring out of the bathtub right after his bath and rinses his own spilled powder and shaving soap off the basin. Keeping the bathroom clean is not a one-man—or woman—job. A towel rack for each person, plenty of cabinet space for toilet articles, and good cleaning equipment, such as a brush or cellulose sponge for cleaning the tub, will encourage family cooperation. Refer to the Glossary of Cleaning Techniques, pages 261–289, for specific instructions.

Daily care

1. Open the window top and bottom.
2. Spread out shower curtain to dry.
3. Replace all misplaced articles.
4. Empty waste basket.
5. Wash shower stall floor. (Dirt and moisture is a bad combination.)
6. Wash basin and faucets.
7. Wash toilet basin and seat. The brush and cloth or sponge that are used for this should not be used for any other purpose.
8. Close window.

Weekly care

1. Use a disinfectant in the toilet bowl.
2. Wipe off mirror.
3. Wash the floor and wax it when and if necessary.
4. Replace towels, bath mats, and rugs with clean ones. (Be sure towels and wash cloths are dry before placing them in the laundry hamper.)
Check supplies of soap and toilet paper.

Occasional tasks

1. Wash walls.
2. Wash windows.
3. Wash curtains.
4. Clean out medicine chest.

THE BATHROOM AND FAMILY LIVING

It's a lucky family whose bathroom set-up is ideal. But a wise family with good management can make a less than ideal situation serve its own needs satisfactorily and can promote comfort and harmony in the household. Arrangement is part of it; well-planned housekeeping techniques also enter into it. One of the biggest factors is good planning toward the desired goals. High standards do not necessarily demand luxury. They merely require the participation of the entire family in working out the plans which help each member to achieve the maximum of good from family living.

If tempers get frayed in the morning because everyone wants to take a bath and there just isn't time, a family discussion may result in father and mother having warm, relaxing baths just before bedtime and the children taking their baths before dinner when they need a scrub down anyway. One person could take a shower while father is shaving in the morning and, if it seems particularly desirable, that privilege could be rotated—or father could be presented with an electric razor so that he could shave in the bedroom. Each family has its own particular problems to work out. Cooperation in these small matters of family routine can do a lot for family harmony.

ACTIVITIES

1. **Be prepared** to present your "future bathroom" plan to the class. In a large group you will have to copy it on the blackboard so that everyone can see. Use colored chalk to indicate the color scheme. Pass around the color samples and pictures of equipment you have collected. After your explanation, ask the class to discuss the merits and weak points of your plan. Be sure your plan is in harmony with the type of utilities you are apt to have available.
2. **Work out** a cleaning schedule for your present bathroom. It may or may not follow the schedule given at the end of this chapter, but it should be more detailed and specific. Fill in the time it takes to do each task, after you have experimented and discovered the fastest way to do a good job. Bring your schedules to class and compare them. What are the standards on which you based your schedule?
3. **Clean out**, with the approval of those who share it with you, the medicine cabinet in your bathroom. Throw out old prescriptions (your doctor will tell you not to reuse them anyway) and other bottles and tubes that are no longer useful. Label poisons in some unmistakable way. Make a list of additions you think ought to be on hand. You may want to investigate the lists of essentials put out by the Red Cross, your local civilian defense organization, The National Safety Council, or some other source you know about. However, use your own judgment. All these lists will probably contain more items than you need.

APPENDIX

Glossary of Cleaning Techniques

Lease

Deed

Mortgage

Bibliography



GLOSSARY

CLEANING TECHNIQUES

BASEBOARDS. *See* **WOODWORK.**

BATHROOM FIXTURES

Routine care. Keep bathroom well ventilated and clean and orderly at all times. Clean the bathtub and basin with a mild abrasive applied with a dampened sponge, brush, or cloth daily. Rinse and dry. Toilet bowls shall be cleaned daily with a special long-handled brush reserved especially for that purpose. At the same time, wipe off the seat with a special cloth reserved for that purpose. Use disinfectants in the cleaning water for fixtures, walls, and floor once a week. Follow directions for their use accurately.

Avoid the clogging of bathroom drains by removing all visible obstructions, hair pins, hair, heavy paper, etc., promptly. Occasionally use a commercial preparation for cleaning the drains. A rubber suction cup, too, is sometimes effective in clearing minor stoppages in the flow of water through the drains.

Metal Fixtures. *See* **Metals.**

Mirrors. *See* **Glass.**

BEDS

Routine care. Protect mattress with a cover or pad between it and the bottom sheet. Clean the springs and mattress with the brush attachment of the vacuum cleaner. If you have no vacuum cleaner available, use a whisk broom. Air thoroughly each week by leaving uncovered with the windows wide open.

Turn mattress (except foam rubber mattress, which doesn't need it) every week. Turn end to end one week, side to side the next.

For the steps in making a bed, see illustrations on pages 230–231.

Renovating mattresses and pillows. Mattresses (except for foam rubber ones) need professional renovating at about ten to twelve year intervals. This includes sterilization of filling, adding to filling as needed, replacement of worn spring units, and recovering with new ticking. Pillows need renovation at about five to seven year intervals. Some commercial laundries will do this job. Feathers or down are removed, thoroughly washed or steamed, dried, and returned to clean ticking.

Foam rubber mattresses can be washed at home with mild soapsuds. They should be dried in front of a fan or an open window, but not in the sun.

Washing blankets. Wash one blanket at a time. Immerse blanket in lukewarm soapsuds for as short a time as possible, 2 or 3 minutes in a machine. Bindings can be brushed with suds, but the fabric of the blanket should just be lightly squeezed. Rinse thoroughly with water of the same temperature used for the washing. When ready to wring, fold blanket in quarters and put it through a loosely set wringer. Hang blanket out-of-doors to dry, distributing its weight on the line evenly. Do not use clothes pins. Shake the blanket occasionally while it is drying to keep it fluffy. When it is partially dry, reverse it on the line. When it is dry, press the binding and brush the fabric of the blanket lightly with a stiff brush to raise the nap. If you use a dryer, follow the manufacturer's directions carefully.

BOOKS

Routine care. Stand books straight on shelves or lay them flat. Letting them stand in a slanted position will warp the covers and spoil the construction of the books, since it puts too great a strain on the binding. When cleaning, remove books from shelves a few at a time, and dust them with a soft brush or with the brush attachment of the vacuum cleaner.

Repair damaged books promptly. Remove spots from cloth bindings with an art gum eraser (a soft eraser that you can buy at any dime store). Remove mildew by brushing with soft tissue; if this is not effective, wipe with a cloth dampened with denatured alcohol (available at hardware stores). As a last resort, apply fresh chalk and let it stand for several days, then brush it off.

BRASS. *See Metals.*

BREAD BOXES

Wash interior with a cloth wrung out of cool water in which baking soda has been dissolved (1 tablespoon to 1 pint water). Wipe dry and give interior a sunning when you can. Wash exterior with mild soapsuds. Rinse with a cloth wrung out of clean water, dry thoroughly.

BRICK. *See Fireplaces.*

BUGS. *See Pests.*

CARPETS. *See Floor coverings.*

COPPER. *See Metals.*

DISHES

For washing dishes you will need plenty of hot water, soap or a detergent, a container for grease, scouring powder, a rubber scraper, steel wool, a dish pan, a dish drainer, a dishcloth or mop, and dish towels. If you clean up as you cook, you will not have an overwhelming job after

dinner. Utensils used for dough, milk, eggs, or cheese mixtures should be soaked in cold water. Put hot water in other cooking utensils as soon as they are emptied.

Before clearing the table be sure drainboards and tables to be used for dishwashing are cleared. Use tray or service wagon for clearing. Scrape and stack dishes after each course. Rinsing dishes after scraping will make dishwashing easier. If you use the sink bowl instead of a dishpan for dishwashing, be sure to empty all coffee cups, glasses, and utensils that have been soaking before you start the actual dishwashing. Fill dishpan, or sink, with hot water, add soap or detergent. Wash glasses, cups and saucers, and small plates first, since they are usually only slightly soiled—then wash silver. Set fine glassware on a rubber pad or toweling to drain. Change dish water and wash dinner plates and utensils. Place dishes in the dish drainer and rinse immediately with hot water. Glasses and silver should be dried with a lintless towel, but dishes rinsed in very hot water will dry without wiping. Wash out dishcloth and dish towels and hang to dry.

There are a few kitchen utensils that need special care. Coffee makers require diligence to keep them free of film and stain. Wash thoroughly in fresh hot soapy water, rinse, and dry. Cast iron utensils must be thoroughly dried to prevent rust. A soda solution will take away odor of onions and other strong foods from cutting boards. Do not immerse wooden bowls in water and keep them away from heat.

FABRICS. *See Furniture, Laundry processes, Stains.*

FIREPLACES

Daily care during period of use. Sweep hearth each morning after use, remove ashes, and lay a new fire. Check to see that the draft is open before the fire is lighted. Keep fire screened. The fireplace is not the place to empty ashtrays and trash unless the fire is burning.

Occasional care. From bricks, remove smoke stains by scrubbing with trisodium phosphate solution. Be sure to protect the floor first. Use a stiff brush. Rinse thoroughly. Brush stone with a mixture of pumice stone made by adding $\frac{1}{2}$ pound of pumice stone to $\frac{1}{2}$ cup of household ammonia. Let stand for fifteen to thirty minutes and then scrub off with warm water. Scrub tile with steel wool, scouring powder, and water. Supplies are available at hardware stores.

Fireplace accessories. Apply appropriate commercial cleaners to andirons, screens, and other accessories as often as needed to keep them clean. *See Metals.* Accessories may be commercially refinished occasionally.

FLOORS

Waxed floors. Wax provides a protective surface on most floor finishes. There are three kinds of wax to choose from: paste, liquid, and self-polishing. The first two can be used interchangeably. Liquid wax is

CARING FOR WOOD FLOORS

*Living for Young Homemakers and
S. C. Johnson & Sons, Inc.*

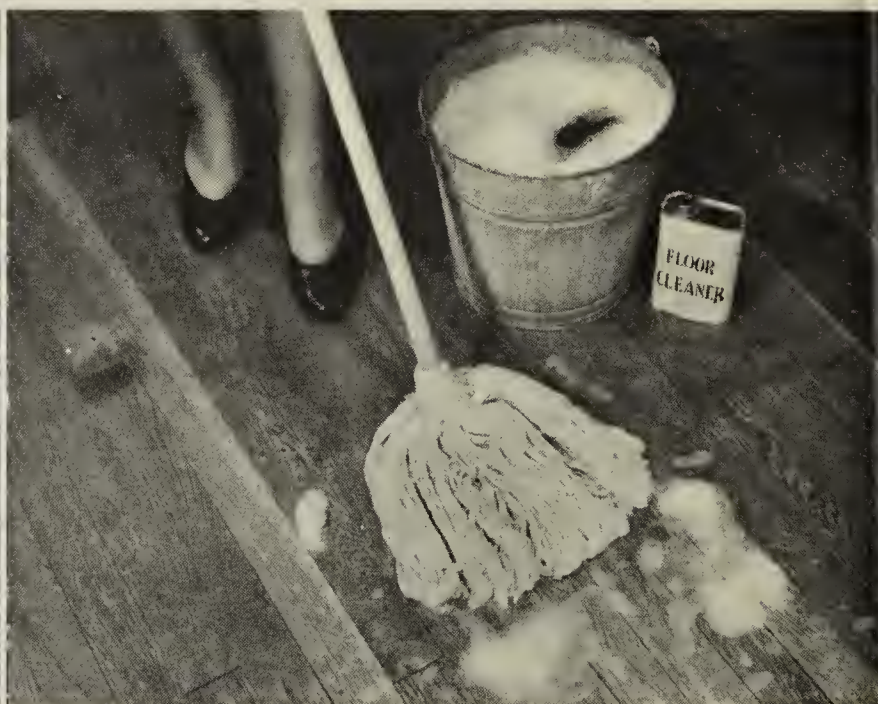


Frequent dusting will remove most grit and dirt from waxed wood floors. Never use an oil-treated mop; it will leave a film on the floor to attract and hold the dirt.



Sometimes you can remove small dirt spots simply by rubbing them with a damp cloth.

Rinse and dry the floor as fast as you can. Allow floor to dry thoroughly before rewaxing.



If the floor is in such condition that it is necessary to remove the old wax, use as little water as possible.

Applying wax sparingly for best appearance and for safety. Give it time to dry before buffing. (See page 153.)



easier to apply, but paste wax gives a longer lasting surface. Self-polishing wax has a water base and so cannot be used on wood floors unless their surface has been sealed with varnish, shellac, paint, or something similar. On the other hand, self-polishing is the only type of wax that can be used on asphalt tile, rubber tile, or sheet rubber. Paste and liquid waxes contain a solvent which dissolves these materials.

Paste wax and liquid wax should be applied in a thin film, allowed to dry for half an hour, and then buffed. In most cities electric polishers can be rented from some hardware stores at a small charge—and using such a machine is certainly easier and more effective than pushing a weighted polisher back and forth across the floor. Whichever you use, though, polish in parallel strokes with the grain of the wood. A second coat gives a higher gloss and longer protection. Allow the first coat to dry and polish it before applying the second.

Waxing needs to be done only two or three times a year if it is well done. Of course heavily traveled areas may need patching in between regular waxings. If they do, remove the soiled spots with turpentine or by rubbing with liquid wax. Then rewax as above.

If the floor is gummy from too much wax or badly neglected and stained, you will have to remove the old wax and start from scratch. You can use carbon tetrachloride or turpentine (both with the windows wide open) or a commercial preparation. Wash with mild soapsuds, rinse, and dry. Use as little water as possible and get it off as fast as you can. When the floor is thoroughly dry, rewax. Waxed floors need frequent dusting with an untreated dry mop. An oiled mop leaves a film which collects dust and thus defeats its own purpose. A broom scratches a waxed surface.

Self-polishing wax is easy to use. Just apply a thin coat, using long straight, slightly overlapping strokes. It dries in twenty to thirty minutes and the job is done.

Scrub the floor between every two or three applications of self-polishing wax to prevent it from getting thick and gummy. Floors cared for with self-polishing wax frequently need damp mopping to remove spots as well as dusting.

All kinds of wax should be applied in thin coats. Too much wax makes a slippery floor—as does wax not thoroughly rubbed in.

Unfinished wood floors. Scrub, using soapy water and a scrub brush. A long-handled one will save your knees. Rinse with a cloth or sponge mop wrung out of clear water, and wipe dry.

Asphalt tile, rubber tile, sheet rubber floors. Never use paste or liquid wax on these surfaces. Use self-polishing wax only. Do not use soap unless these floors are special grease-resistant ones.

Plastic floors. These can be cared for with just soap and water. They do not need waxing.



MAKE LINOLEUM SURFACES SPARKLE

Series from Living for Young Homemakers

You can keep linoleum clean by dusting with a dry mop and occasionally mopping with a damp mop, wrung out of hot water. Periodically give thorough cleaning with hot water and cleanser.



Second step in thorough cleaning is to remove all cleanser. (Never use soap. Alkali may cause cracks.)

To remove stains, rub area with No. 0 steel wool dipped in floor cleanser, rinse, dry, and wax.



Wax as soon as flooring is dry. Two thin coats of wax are better than a single heavy one.

Never drag furniture over linoleum or plastic flooring. Inexpensive rubber casters are easy to attach.



ASPHALT AND RUBBER TILE TREATMENT

Series from Living for Young Homemakers



Mop tiles frequently with warm suds of a mild soap, using well-wrung-out mop. Dry immediately. Periodically, clean with warm water and a commercial floor cleanser. Never use gasoline or spirits on tile.



Remove grease, ink, or crayon marks by rubbing area with warm water and mild soap.



Cigarette burns and scuff marks usually respond to a cloth sprinkled with scouring powder or steel wool.

Occasional application of water-emulsion wax on asphalt or rubber tile will maintain luster for years.

Protect tiled floors from injury by attaching flat guides or casters to bottom of legs of all furniture.



Tile floors. Clean with scouring powder instead of soap. Soap leaves a slippery film. Use dry turkish toweling to polish away water spots.

Concrete floors. Wash with hot water and scouring powder. Do not use soap. Rinse and dry well. Concrete floors are best finished with paint especially made for them. Self-polishing wax used on top makes house-keeping easier.

FLOOR COVERINGS

Wool rugs and carpets. Three types of soil have to be removed from rugs and carpets: surface litter, surface dust, and grit which has sunk deep into the pile. A carpet sweeper will remove surface litter and dust. A brush type (upright) vacuum cleaner best removes all three types of soil. Daily use of a carpet sweeper and weekly use of a vacuum cleaner is usual for good rug care. Remove spots immediately. *See Stains.* Twice a year or oftener, roll up the rug, vacuum its under side, and clean pad and floor. Commercial powder or liquid cleaners applied to the top surface will help keep colors bright. In smoky cities, commercial cleaning annually or biennially may be needed to assure cleanliness. When there is yard space, rugs may be taken outdoors for a gentle shaking and sweeping weekly.

Lose no time in getting rid of mildew, for it may produce stains in a few hours and cause material to rot to pieces in time. Brush off mold with a whiskbroom or vacuum cleaner. Then sponge the remaining spots lightly with thick soap suds, wetting the fabric as little as possible. Finally, wipe the rug with a cloth wrung out of equal parts of water and denatured alcohol.

USDA Photo by Forsythe



- Cotton rugs.** Sweep daily with carpet sweeper. Sweep thoroughly on both sides with a broom weekly. Small cotton rugs can be washed in a home machine. Larger ones should be sent to a commercial laundry for washing. Rugs in homes with yards can be taken outdoors for cleaning.
- Hooked rugs.** Sweep daily with a stiff broom or carpet sweeper. Vacuum or shake gently about once a week. Sharp strain is likely to loosen the loops.

FURNITURE

- Dusting.** A vacuum cleaner attachment really removes dust. A cloth only displaces it. However, a cloth will do to keep a place looking shipshape between weekly vacuumings. A soft, clean, lintless cloth is fine. However, some people prefer one that has been especially treated for dusting. You can buy these or you can prepare them yourself by pouring 2 tablespoons of furniture polish into a quart jar, turning the jar until all the sides are coated, and shaking the dust cloths in the closed jar until all the polish is absorbed. Be careful not to use too much polish, as a heavily oiled duster leaves a dust-catching film. With either kind of cloth, use wide, even strokes to avoid scattering dust. Finger marks and spots may require rubbing with a damp cloth.
- Polishing.** Do not put polish over a dirty surface. There is a kind of polish that cleans as it polishes, but it does not give the same protection that ordinary polish does. Apply polish sparingly with a clean cloth. Let stand from fifteen to twenty minutes, then rub furniture along the grain of the wood with a soft clean cloth until no polish is visible. Continue rubbing with a flannel cloth to attain a satin finish. When polishing is well done, it need not be done more than two or three times a year.
- Minor repairs to wood surfaces.** Light alcohol stains, burns, and scratches will usually disappear if rubbed with an oiled cloth. If that does not work, try a paste of powdered pumice and lemon oil, rubbed on with a circular motion. Wipe clean and dry and rub with a flannel polishing cloth. Water marks or heat marks on wax call for removing the old wax with liquid wax and then applying a new coat. Water marks or heat marks on other surfaces may respond to oil of peppermint or to powdered pumice and boiled linseed oil rubbed in the direction of the grain. Scratches can be touched up with a special scratch-removing polish or, on dark woods, with iodine. After the stain is dry, apply a thin coating of clear shellac and let that dry. Apply additional coats of shellac as necessary to fill the hole. When the last coat is dry, polish the whole surface.
- Cleaning upholstery.** Remove spots immediately, applying appropriate cleaner with a clean cloth. *See Stains.* Use the upholstery attachment of the vacuum cleaner, a hand vacuum, or a stiff brush for overall cleaning about once a week. When shampooing is necessary, test the cleaner on an inconspicuous spot to see whether or not it circles or fades the material. You can buy special preparations or, using an eggbeater, you can

FIRST AID FOR RUGS

Series from Living for Young Homemakers

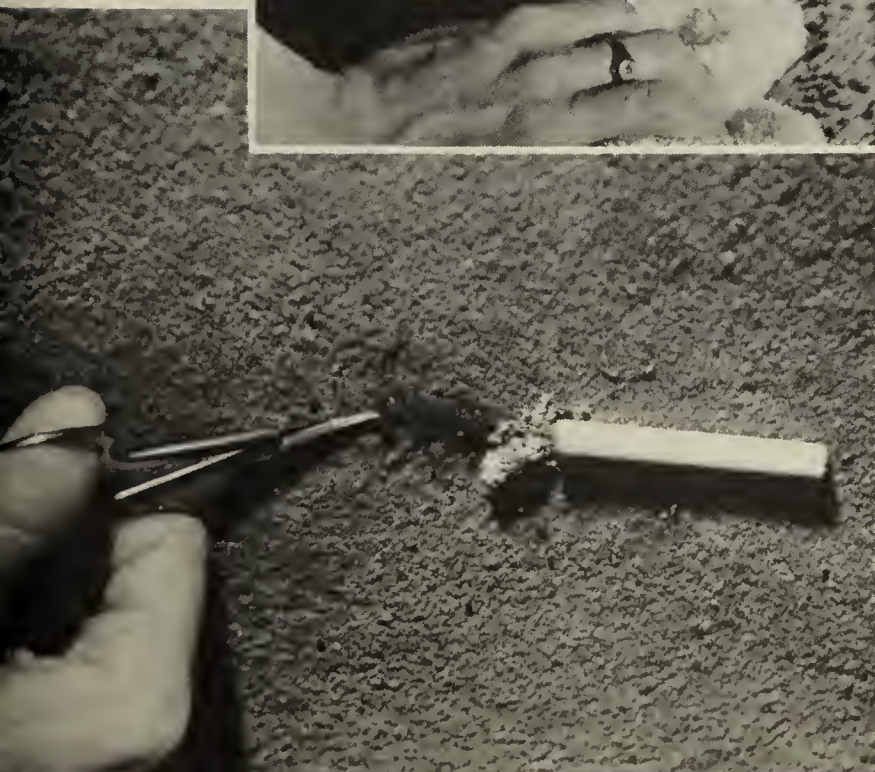
Non-oily spots of unknown origin should be treated with a synthetic detergent and as little water as possible. Never use soap.



When something oily, such as butter or a salad, is spilled, scrape up as much as possible and apply a liquid dry cleaner or a powder rug cleaner. Take up powder with a vacuum.



Spilled ink is a real emergency. Blot immediately with paper napkins, paper toweling, or a white blotter. Don't rub. Next drench the area with clear water and mop with a turkish towel until the spot is gone. Then dry the water-soaked part of the rug quickly by propping it up and directing an electric fan on it.



For a burn the only treatment short of expensive reweaving is to trim away the burnt fibers. A detergent will remove the soot.

whip up a frothy lather from a soapless detergent or from $1\frac{1}{2}$ cups of cold water in which $\frac{1}{2}$ cup of soap flakes have dissolved. Apply the froth with a sponge or brush, using a circular motion and covering a small area at a time, rubbing the suds well into the fabric. Wring out the sponge in clear water and wipe off the cleaner. Overlap areas slightly as you work, to prevent rings. An electric fan will hasten drying.

Cleaning leather upholstery. To prevent drying and cracking, treat leather with an especially prepared leather cream from time to time. Occasionally wash leather surfaces with a damp cloth or sponge, using saddle soap in the water. Dry immediately and apply leather cream.

GARBAGE CANS

Always line with paper. Brown grocery bags or newspaper can be used. Drain all garbage before putting it in the can. Empty the can at least once a day. Wash at least weekly in hot soapy water, using a long-handled brush. Rinse and dry. Sun and air after washing. Disinfect occasionally with household disinfectant.

GLASS

Windows. There are several ways of cleaning windows. You can spray on a commercial liquid cleaner and polish with a clean, dry, lintless cloth. Or you can apply a cleaning powder with a damp cloth, wait until it is almost dry, and wipe it off with a clean dry cloth. Washing with warm water to which a little household ammonia or vinegar has been added gives good results too, especially if there are putty smears. The ammonia takes these off easily. Don't use soap on a glass surface as it is too hard to get off because it is greasy.

If you live in a high city building, you may have to pay a professional to clean your windows.

Mirrors. Frequent dusting keeps mirrors clean for long intervals. When washing is needed, use same methods as for windows. If mirrors need resilvering, it is best to have a skilled workman take over.

IRONS

Hand Irons. Keep bottom plate (sole plate) clean by wiping with a damp cloth when the iron is cold. You can remove burned-on starch by rubbing with fine scouring powder on a damp cloth or fine steel wool. Of course you should never immerse an electric iron in water. Allow it to cool completely before storing. Hang cord free from kinks and knots. Never wrap it around the iron. It is best to remove water and dry the water compartment before storing a steam iron.

Ironers. Store protected from dust. Remove padding occasionally and fluff it up so that it will stay soft. Roll covers should be washed frequently. The metal parts should be kept clean. Remove burned-on starch by rubbing gently with steel wool or a household cleaner.



General Electric

Most steam irons require distilled water.

LAMPS

Bases. Dust regularly with a soft cloth, a soft brush, or the dusting attachment of a vacuum cleaner. Occasionally wash with a damp cloth wrung out of warm soapsuds, rinse with clear water, and dry.

Shades. Dust regularly with a soft brush or vacuum cleaner attachment. Sponge parchment shades with a damp cloth or a cloth dipped in cleaning fluid. Shampoo fabric lamp shades by dipping them in and out of warm soapy water, then rinsing in clear water and drying quickly in front of an electric fan. If trimmings are damaged by the shampooing they can be replaced.

LAUNDRY PROCESSES

General instructions. Success in washing depends upon four things: (1) an ample supply of soft hot water, (2) a soap or detergent, (3) mechanical action, (4) skill in handling pieces to be washed, from sorting to ironing and storage. Water at 140° to 160° Fahrenheit dissolves greasy dirt and is best used for linens and cottons. Wool, silk, rayon, and nylon are best washed in water of about 100° Fahrenheit or slightly higher.

Water softeners. Hard water may be softened by a device installed in the water pipes. By chemical action it removes all lime and magnesium salts before the water reaches the faucets. When the installation of such a

device is not practical, water softeners may be added to the water. Washing soda and borax are water softeners that form a precipitate or curd in the hard water. Other types commercially manufactured “tie up” minerals so that soap cannot combine with them. The commercial types are more expensive but easier to use because they leave no precipitates.

Soaps or detergents. Soaps or detergents are essential in laundering. Soaps are classified as to strength—mild for baby clothes, lingerie, hose; all-purpose for household linens and most garments; strong for work and play clothes. All forms of soaps and detergents should be thoroughly dissolved before use and enough should be used to produce active suds.

Synthetic detergents. Synthetic detergents dissolve quickly, remove soil efficiently, eliminate the need for a water softener, and may be used for any fabrics. There are two general types—sudsing and non-sudsing. The non-sudsing detergents are recommended for automatic washers.

Stain removal. Remove stains before laundering, as washing in soap and water will permanently set some stains. *See Stains.*

Bleaching. Chlorine bleaches are used to keep white cottons and linens from yellowing and to keep color fast fabrics clear and bright in color. A bleach may be added to the suds or preferably to the first rinse water. It is important to (1) use the proper concentration of bleach (the usual portion recommended is 1 tablespoon of bleach to 1 gallon of water); (2) mix it thoroughly with the water before clothes are added; and (3) rinse clothes thoroughly after proper bleaching period. Properly used, a bleach will remove stains and whiten clothes with no marked weakening of the fabric.

Bluing. Bluing is used to make clothes appear whiter by imparting a bluish cast. To avoid streaking be sure the bluing and water are thoroughly mixed before adding clothes and that the clothes are free from soap.

Rinsing. Thorough rinsing in water at the same temperature as the wash water is important for complete removal of soap and dirt.

Starching. There are many laundry starches on the market. Some require boiling, others do not. Follow directions given for the type you use. Clothes to be starched should be thoroughly immersed in starch solution and well wrung to remove excess. Starch helps to keep clothes crisp and neat in appearance, gives better shape to collars and cuffs, and makes washing easier since soil lodges on the starch rather than the fabric.

Wringing. Fold garments so that buttons and fasteners are inside, spread clothes to prevent bunching, avoid as many wrinkles as possible, put small items such as guest towels and handkerchiefs in with larger pieces to keep them from sticking to the rollers. Never pull at the material when the wringer is in operation. If the material sticks, release the wringer and unwind.

Drying. Place clothes basket on child's wagon or a laundry cart, and haul laundry to lines to save lifting and stooping. Clean clothes lines with



DYEING IN A WASHING MACHINE

Series from Family Circle Magazine

Put dye in 1½ cups of water in an enamel, glass, or stainless steel pan. Heat to a simmer and stir until dissolved.

Let washer fill with hot water. Then add the dye solution, straining it through a clean cloth. A sieve is handy to hold the cloth in position.



Next add ¼ cup detergent. Set the machine for the longest washing time and for a cold-water rinse. Add ¼ cup salt during the last 3 minutes of washing.



Now put in the article you want to dye and let the machine do the rest.



damp cloth before using. Before hanging clothes, sort them so that similar pieces will be hung together. You may want to do this inside before loading the basket. Hang white cottons in the sun, colored fabrics indoors or in the shade. Wool, of course, whatever the color, should not be hung in the sun or near artificial heat. Fold sheets and tablecloths hem to hem, wrong side out. Hang lengthwise with about one-third of double thickness over the line. Hang towels and pillow cases also one-third over line. Two or three handkerchiefs and napkins may be hung together. If you are in a rush to get clothes dried inside, direct an electric fan on them. Take down clothes while they are slightly damp and fold carefully for sprinkling or ironing.

Sprinkling. Use warm water, sprinkle evenly, and smooth article with palms of hands. Then roll smoothly and firmly, but not tightly enough to wrinkle. Linen and heavily starched garments must be sprinkled until thoroughly wet. Cover rolls of sprinkled linen and cotton with rubber or plastic material. Let white pieces stand two or three hours if you want them to be really easy to iron, but iron colored pieces soon after sprinkling because there is always some danger of their colors running.

Turkish towels never need to be ironed. Shake them, fold them, and put them away.

Cannon Mills, Inc.





General Electric

You don't need a pressing cloth if you use a steam iron.

Roll silks and rayons in a towel, and iron within fifteen to twenty minutes. Do not sprinkle wools, but iron them with a damp press cloth between them and the iron or with a steam iron.

Ironing. Use appropriate temperatures, iron all pieces of the same fabric at one time, dry as you iron, use well directed motions. Iron first, sections of the garment which hang off the board (sleeves, collars, panels). Press seams flat. Iron colored cottons and rayons on the wrong side to avoid shine. Iron around buttons rather than over them and be careful not to tear the garment by running the iron into the buttons or buttonholes carelessly. Unless you have a steam iron, use a press cloth to protect woolens when ironing. Collars, hems, pockets, linen napkins, and table cloths are ironed first on the wrong side, then turned and ironed on the right side. Hang ironed garments on racks and hangers until completely dry. Skillful ironing requires practice of correct techniques. Detailed directions are available from manufacturers of laundry equipment and supplies. Study them and practice on older garments and flat pieces while you are still an amateur.

Special techniques.**BLANKETS.** *See Beds.*

Curtains. Soak in cool water ten minutes to remove loose dirt. Repeat if necessary. Wash in extra heavy suds and squeeze suds through fabric until it is clean. Never wring or twist. Rinse adequately in two or three waters. Use curtain stretchers for drying, or hang evenly over line and straighten edges carefully, or hang with a rustproof rod in both the top and bottom hems. Sheer curtains may need light starching.

Diapers. Careful laundering of diapers is essential to a baby's comfort. A covered enamel pail half filled with borax solution (2 tablespoons of borax in 1 gallon of water) should be in readiness for soiled diapers. To wash, use hot water and mild soap or detergent. Diapers that have to be dried indoors should be boiled in light soapsuds about ten minutes before rinsing. Thoroughly rinse at least three times to be certain no soap is left. Hang in the sun to dry. Do not iron.

Washable gloves. Wash on the hands all leather gloves except chamois and doeskin. Use lukewarm water 95°–100° and mild soap. Squeeze and press the leather but do not rub. Spots may be brushed gently with a soft brush. Rinse several times in lukewarm water. Pat out excess moisture with a turkish towel. Stretch the gloves lengthwise and blow into each glove to puff it out. Lay on turkish towel to dry. When almost dry, stretch the leather gently in both directions to make it pliable.

METALS

Aluminum. Remove stains from aluminum utensils by boiling a solution of vinegar and water in them (2 tablespoons of vinegar for every quart of water used). There are also commercial cleaners available.

Brass and copper. Clean with metal polish specially designated for their care. Use a brush on embossed or curved designs. Apply polish, let it dry thoroughly, then rub it off and polish with a clean soft cloth or the buffer attachment of a foodmixer to bring out the sheen. Liquid lacquer may be applied to articles that do not have to be washed. When they lose their shine, remove the old lacquer, clean, polish, and relacquer. Do not lacquer any pieces used with food.

Chromium. Wash with soap and water, polish with a soft dry cloth.

Monel metal. Wash with soap and water to which a few drops of household ammonia have been added. Dry and polish with a soft dry cloth.

Nickel. Same as monel metal.

Pewter. Silver polish may be used to remove light tarnish. If tarnish is heavy, apply with a soft cloth a mixture of $\frac{1}{2}$ cup of hot vinegar and 3 tablespoons of salt. Wash with warm soapsuds to remove every bit of acid, dry, and rub with a soft cloth moistened with olive oil and dipped in whiting.

Silver. Daily use of silver with careful washing and removal of tarnish when it appears will keep silver in good condition. A jar of silver polish beside

the soap flakes at the sink will encourage prompt cleaning. Silver used only occasionally may be wrapped in tarnish-resistant paper or cloth, or it may be placed in a chest with a treated lining or in one containing one of the commercial products made to prevent tarnish. Liquid lacquer applied with a fine paint brush will prevent tarnish on trays and other pieces that are not used for hot food.

To clean, apply the polish with a soft clean cloth, let stand until dry, wipe off and polish with dry cloth, wash silver in hot soapy water, and polish again with soft cloth, rubbing the silver pieces lengthwise until they are thoroughly dry and polished.

As an alternative, on silver which doesn't have shading, you can use the electrolytic method of cleaning. In a large aluminum utensil or an enamel pan with an aluminum pan (pie or cake) in the bottom, add 1 tablespoon baking soda and 1 teaspoon salt to each quart of water. Bring this solution to the boiling point. Put the silver into the solution, being sure each piece touches the aluminum or another piece of silver. Boil 2 to 5 minutes depending on the degree of tarnish. Remove with tongs, wash, rinse, and dry. Rub to a soft luster with a flannel cloth.

MIRRORS. *See Glass.*

PESTS

(The chemicals mentioned in this section can be purchased at drug or hardware stores.)

Ants. Find the nest and pour boiling water on it. If the nest is too deep for that to work, put 2 tablespoons of carbon disulphide into the entrance hole and cover it so that the heavy gas that forms will sink down into the nest. Since carbon disulphide is very inflammable, exercise care if you must use it, but try boiling water first. If you cannot find the nest, use insect sprays containing borax and pyrethrum powder. These are helpful in controlling the invasion, but won't destroy the colony.

Bed bugs. Bed bugs are a serious and difficult problem, best handled by a professional exterminator. However, if you want to try something yourself first, inject insect sprays into all cracks and crevices in the bedroom. The treatment should be repeated after a week, even if no bugs are seen in the meantime. A mixture of 1 pint of alcohol, $\frac{1}{2}$ cup of turpentine, and 1 ounce of corrosive sublimate used in the same way is also sometimes effective. Remember though that corrosive sublimate is a deadly poison and should not be used around children or animals.

Cockroaches. Sodium fluoride, a poison, is probably the most effective control. Eradication takes persistent effort over a long period of time.

Flies. Cleanliness of the surroundings both inside and outside the house is the first step in control. Screens, sprays of many kinds, swatters, and traps are other aids. Results of a neighborhood or community project are seen immediately.

Mice and rats. As with flies, this should be a community project. Cutting

off food supplies, putting out poisoned food, setting traps, and harboring cats are all good methods of discouraging mice and rats.

Mosquitoes. Putting kerosene oil on all the standing water in an area early in the spring eliminates the breeding places of the mosquitoes. If it is too late to do that, fine screens, sprays, and repellents such as citronella give protection or temporary relief.

Moths. Cleanliness, sun, air, sprays, and crystalline chemicals containing paradichlorobenzene are helpful in both controlling and destroying moths.

Special kitchen pests. Weevils, beetles, and such insects can be controlled by destruction of infested food supplies. Containers should be scalded and sunned before being reused. Watch for weevils in the summer in stored cereal foods.

PEWTER. *See Metals.*

PIANOS

Protect pianos from extremes in heat and humidity. Dampness and dryness damage pianos. Frequent tuning is advisable. Three times a year is what the manufacturers recommend. Clean exterior as you do other furniture. Clean ivory keys with a cloth moistened in denatured alcohol. Soap darkens and discolors ivory.

RADIATORS

Exposed radiators require frequent cleaning during the time the heat is on. Place dry newspaper under the radiator, cover with dampened newspaper to catch dust. Brush the coils downward with a radiator brush or use blower attachment of the vacuum cleaner and blow downward. When the job is completed, fold the paper and dispose of it.

RANGES

Routine care. Wipe up spilled foods promptly. Use cleaning powder on food that has hardened. Remove stains with baking-soda solution. Daily washing with soap and water when surfaces are cool, rinsing, and wiping dry, should keep porcelain surfaces in good condition. Drip trays under the broiler should be washed after cooking. In the oven, use fine steel wool on portions that do not respond to soap and water. Rub the walls and bottom of a neglected oven with a cloth saturated with household ammonia, and leave the ammonia on overnight with the oven door closed. In the morning, wash the oven with soap and water.

Gas burners. Clean regularly with a stiff brush. Occasionally detach the burners and immerse in a hot solution of baking soda and water (1 tablespoon of soda to 3 quarts of boiling water). This will remove grease. Rinse and dry well before replacing.

Electric burners. Allow spilled foods to char completely. After units have cooled, use soft brush on closed burners, but blow off charred particles

HOW TO MAINTAIN PORCELAIN AND ENAMEL

Series from Living for Young Homemakers



Clean all enamel and porcelain surfaces regularly with mild soap or a cleanser especially made for this purpose. Avoid harsh abrasives or scouring powders.



Dragging pots across the stove top is a sure way to mar the surface permanently.



Never use an unprotected drain-board for chopping or edge of tub as footrest when polishing shoes.

Fruits or vegetables (even when in strainer) will stain the sink if they stand there long.

Never allow solvent for clearing clogged drainpipes to come into contact with enamel surfaces.



from open coils. Use suction attachment of a vacuum cleaner to remove them. Never use a brush or soap and water on an open coil. Occasionally lift the coils from the surface of the range to clean the rims with a damp cloth, steel wool, or a household cleaner.

Kerosene ranges. Pinch off charred portions of wicks with a paper towel or use a commercial wick cleaner. Wipe wick tubes clean with a dry cloth. Wash burner bowls with soap and water. Drain oil tanks at intervals (once in three months) and clean thoroughly.

Wood and coal ranges. Keep fire box free of ashes and clinkers. Adjust dampers correctly and follow directions for control of heat and fuel. Use stove black on the dark parts of the range. *See Metals* for care of the bright parts.

REFRIGERATORS

Interiors. The "clean as you go" policy is best. Wipe up spilled foods promptly. Keep a careful check on contents so that you can use leftovers and fresh food while they are still fresh. All makes should be defrosted when ice becomes about one-quarter of an inch thick on the freezing unit. Remove all foods and keep frozen foods chilled by surrounding them with ice cubes. Wash interior with warm water to which baking soda has been added (1 teaspoonful of soda to 1 quart of water). Dry all surfaces thoroughly. Wash vegetable, fruit, and meat pans, and dry before refilling. Never try to speed defrosting by prying ice off. You may hurry it by placing icetrays filled with hot (not boiling) water under the freezing unit. Newer models have self-defrosting units.

Exteriors. Wash with soap and water, then rinse and dry. Avoid abrasives.

Ice boxes. Same as refrigerators, except that no defrosting is necessary, with additional attention given to keeping the drains clean and sanitary. Never cover the ice with a newspaper to save it. It will save the ice, but will keep it from accomplishing its purpose.

REGISTERS

Lift the grating from the register and place it on a newspaper. Brush the grating and the opening to the hot air shaft, or use the suction attachment of a vacuum cleaner to remove all dust.

SHADES

Non-washable shades. Unroll on a flat surface. Working with light strokes, use an art gum eraser to remove soil.

Washable shades. Unroll on a flat surface. Using a circular motion on a small area at a time, clean the shade with a clean cloth wrung out of warm soapy water. Wipe off suds with a damp cloth. Hang up to dry before rerolling.

SILVER. *See Metals.*

STAINS

General instructions. Test the cleaning method on an inconspicuous portion of the material before you try it where results will show. Some materials discolor or spot easily.

Alcoholic and carbonated beverages. Try rinsing in clear cool water first. Then, if necessary, rub a little glycerine around the stain, using a piece of cloth, and rinse in cold water after one hour.

Blood. Soak in cold water, wash in warm soapy water.

Butter. Wash in warm suds or sponge with carbon tetrachloride and rinse.

Candle wax. Scrape off excess with dull knife. Put stained area between two blotters. Press with warm iron. If stain remains, sponge with carbon tetrachloride or, on white material, with diluted bleach.

Chewing gum. Rub the gum with ice, pick off with fingers, then sponge area with carbon tetrachloride.

Cocoa or chocolate. Scrape away excess with dull knife, wash thoroughly in warm soapy water, rinse with clear water.

Coffee or tea. Pour boiling water on stain from height of two or three feet. Have stained portion stretched over a bowl to catch the water. Wash in warm soapy water.

Egg. Scrape away excess with dull knife. Sponge in cold water.

Fingernail polish. Use polish remover except on rayons. On rayons, try carbon tetrachloride, then apply drop of banana oil to the stain. Pick up released polish and rinse.

Fruit or berries. Same as coffee or tea.

Glue. Soak in warm water. Wash in hot soapsuds.

Grass. Wash in hot soapsuds.

Grease. Scrape away excess. Wash in warm soapy water; or place heavy blotter underneath and sponge with carbon tetrachloride.

Ice cream. Sponge with cold or lukewarm water, then wash in warm soapy water.

Ink. Inks vary in composition. Try absorbing as much free ink as possible from a fresh spot by sprinkling with talcum powder and shaking off. Then wash in warm soapy water. As an alternative, saturate with glycerine, sponge out with water. An ink remover gives good results on some fabrics.

Iron rust. Sprinkle with salt, moisten with lemon juice, and spread in the sun to dry. Repeat if necessary, then rinse well.

Lipstick. Sponge with carbon tetrachloride, or rub with vaseline or glycerine. Then launder. If a trace of color remains, sponge with diluted denatured alcohol.

Meat juice. Sponge with clear cold or lukewarm water. Wash in warm soapy water.

Mildew. Wash in soapy water. Dry in the sun. If stain persists, try method recommended for iron rust. For removal from rugs, see illustration, page 268.

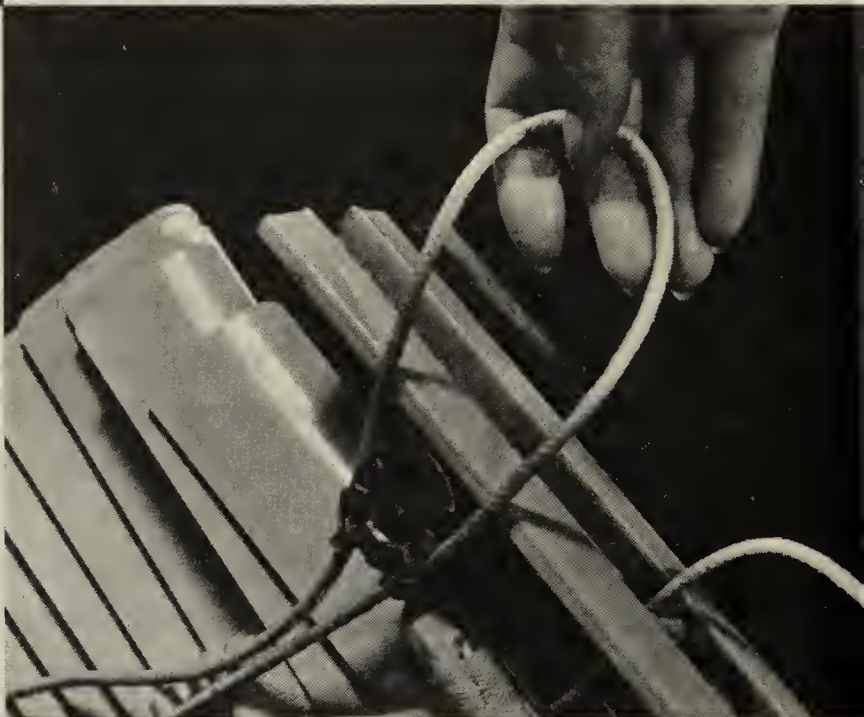


OVERHAULING VENETIAN BLINDS

Series from Living for Young Homemakers

Pry off tape at bottom of blind and cut knots on ends of old cords. Remove tassels or pullknots. Leave one blind intact as a guide.

Take blinds down and remove tilting cord by pulling past tilting pulley. Pull raising-lowering cord from top. Save cords for guide to length of new cords.



Suspend blind from shower rod or basement pipes. With cords removed, it is easy to slide the slats out for washing or painting. Next remove old tapes.

Tape, with cross tapes already inserted, comes in many colors. Cut pieces to same lengths as old tapes, allowing enough for $\frac{3}{4}$ inch loops at ends.

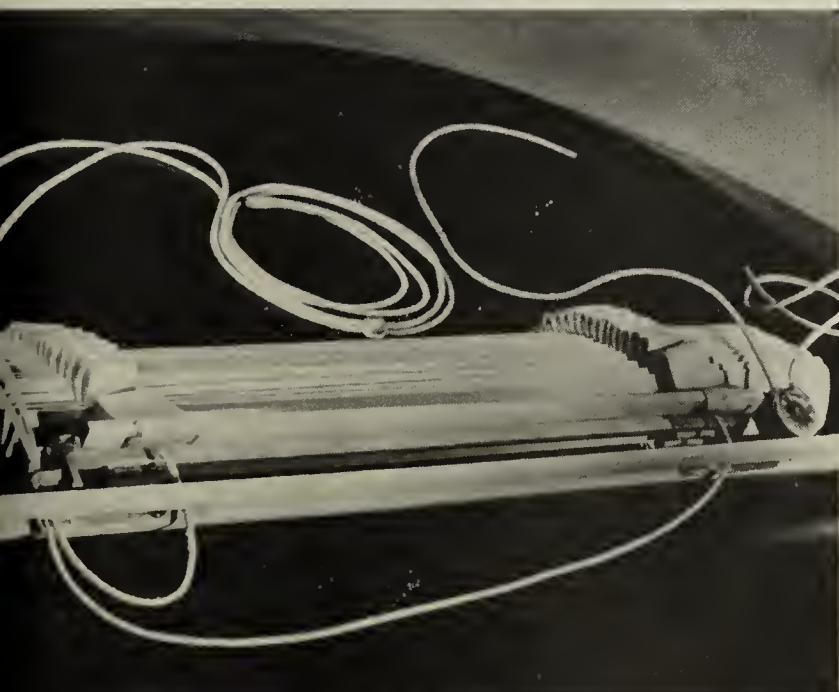
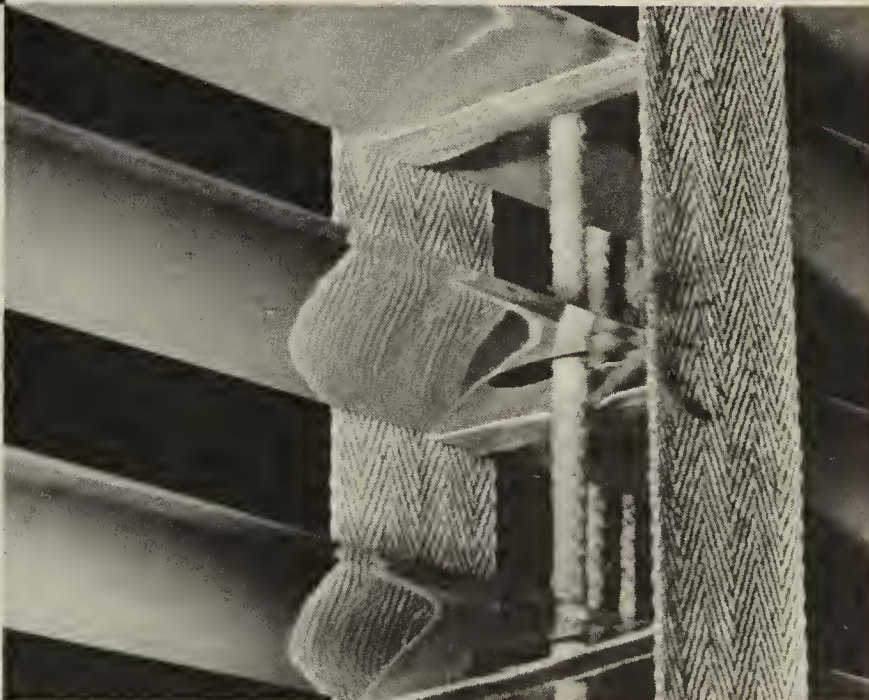


Fold back top ends of tape to make loops and staple. Be sure loops are equal or blind won't hang straight. Slip loops onto metal clips on each side at top of blind. (This step is usually done before slats are replaced, although it is shown here with slats in place for clarity.)



Tape in place and slats completely dry, it is a simple matter to slide the slats into place on the cross pieces of tape.

Slip new raising-lowering cord through holes in slats, alternately to right and left of crosstapes, as shown here. Knot securely under bottom unit and secure bottom of tape over knot with thumbtacks or cover. Put new tilting cord through pulley. Blind is now ready for re-hanging.



As shown here, raising-lowering cord is one piece, the ends of which are knotted underneath the bottom unit of blind. Tilting cord is inserted around pulley, shown at right.

Milk and cream. Sponge with cold water. Wash with warm soapy water.

Mud. Let dry. Brush out as much as possible; then sponge with clear water or soapy water.

Paint or varnish. Scrape off excess with dull knife. Apply carbon tetrachloride or turpentine. Wash in warm soapy water.

Perspiration. Launder promptly in cold water, then hot water.

Scorch. Wash in warm soapy water. Rinse well. Place in the sun for a day or two. On a white material, you can also try sponging with peroxide.

Tomato juice or catsup. Sponge with cold water. Work glycerine into the stain. After half an hour, wash in warm soapy water.

VASES

Remove deposits at bottom by allowing a dilute solution of household ammonia to stand in them for a short time. Then wash with soapy water, rinse, and dry. You may need a brush or some form of abrasive for good results.

VEGETABLE BINS

Keep free from spoiling or spoiled food. Wash occasionally, dry thoroughly, air and give a sunning when you can.

VENETIAN BLINDS

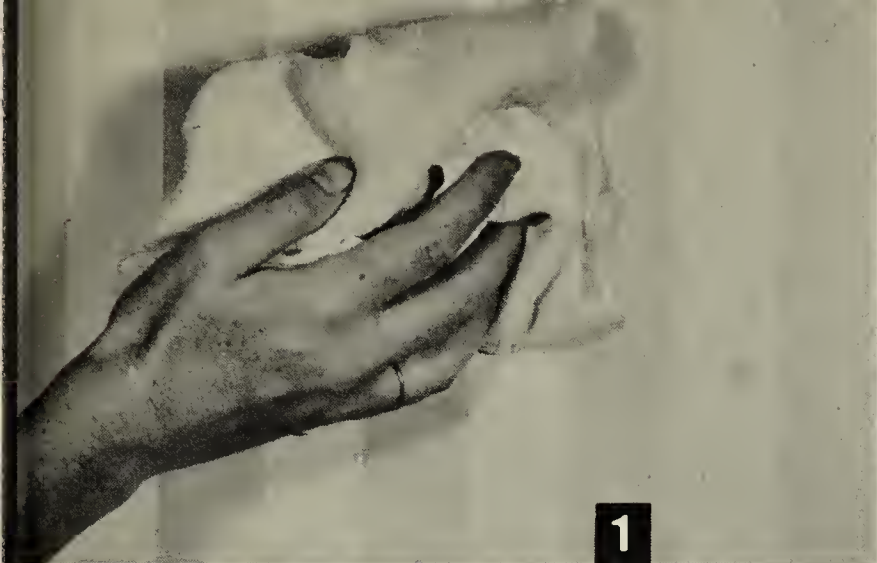
Routine care. Wax with paste or liquid wax before blinds have a chance to become soiled. Dust frequently with a soft clean cloth, with special divided brushes which clean several slats at a time, or with the special vacuum cleaner attachment. Occasionally use a commercial cleaner to remove accumulated film from the slats. Apply it according to directions for its use. Dry slats, wax and polish. Clean tapes by sponging or by scrubbing with a brush and soapy hot water. Retaping and repainting badly worn slats may be needed from time to time.

WALL FINISHES

Wallpaper. Dust frequently. with clean soft-bristle brush, a lamb's-wool duster, or the dusting attachment of a vacuum cleaner. Remove finger marks and smudges as soon as they appear, using wallpaper cleaner or an art gum eraser. To remove grease spots, cover spot thinly with a paste made from a mixture of fuller's earth and a dry-cleaning fluid. Brush off lightly when dry. Repeat several times if necessary. Washable wallpapers may be cleaned with a damp cloth wrung from cool soapsuds. Begin at the baseboard and clean with wide sweeping arm's-length strokes, working toward ceiling.

Calcimined walls. Keep well dusted. Renew finish when heavily soiled.

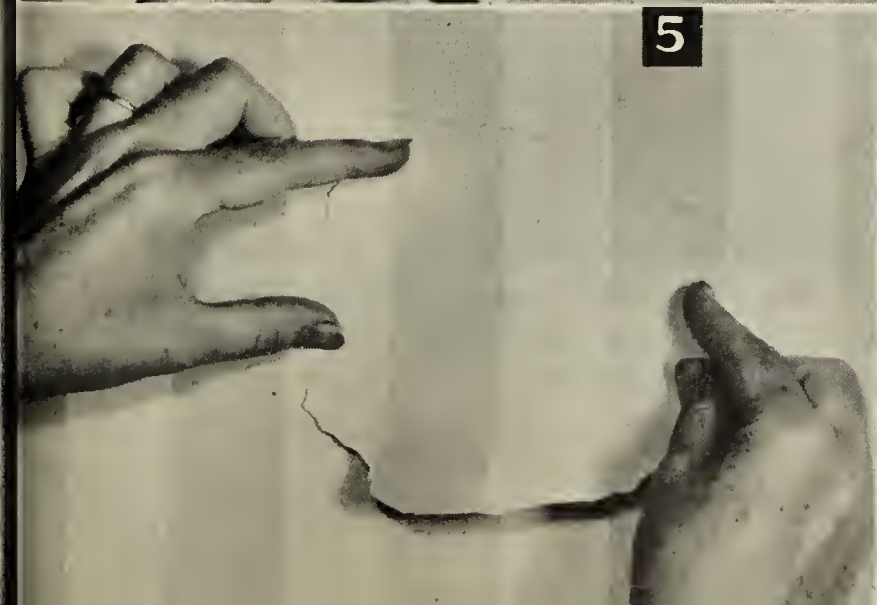
Painted walls. Dust frequently. Remove finger marks and smudges carefully with paint cleaner applied with a sponge or clean cloth. If you have a



CLEANING AND REPAIRING WALLPAPER

Series from Good Housekeeping Magazine

1. Before cleaning or washing wallpaper, dust with a soft cloth or vacuum attachment. Washable papers can be cleaned with mild soap and water, but avoid getting walls too wet, particularly near the seams.
2. For nonwashable paper, use a commercial cleanser, shown above, or pieces of stale bread, or fuller's earth mixed with spot remover to make a stiff paste. That should be left on overnight.
3. You can remove some grease spots simply by placing a clean blotter over the spot and ironing it with a warm iron.
4. If there is a bulge in the paper, slit it with a sharp knife and insert library paste. Press smooth with a soft, clean cloth.
5. If you have to make a patch, tear rather than cut it.
6. Sandpaper the back edges of the patch to tissue paper thinness, apply paste, put in place, and press with a clean blotter.



HOW TO CARE FOR PAINTED WALLS

Series from Living for Young Homemakers

1. Dust regularly with vacuum attachment or soft wall brush, starting at the ceiling and working toward the baseboard.



2. When washing is in order use warm water and mild soap and wash with a circular motion from the floor up. Rinse with clear water and dry with a soft cloth. Don't forget to protect woodwork and floor with newspapers.



3. Most spots on painted surfaces can be removed with an art gum eraser. To remove grease spots, cover with French chalk or cornstarch, allow to set for an hour, and brush off.



4. Clean enameled walls with a solution of 4 ounces of borax and 2 teaspoons of ammonia to 1 gallon of water. Wash off immediately and dry.

sturdy stepladder, an ample supply of clean cloths, and a generous supply of paint cleaner, plus patience and willingness to work carefully, you can wash the walls of a room. Work from the baseboard up to prevent streaking of wall from dripping of solution. If you are right-handed, start at the left corner of the wall. Saturate cloth or sponge with cleaning solution and work on a small area at a time, giving the cleaner time to soften the soil. Use a brush for applying cleaner on rough-textured walls. Rinse the applicator frequently, and change the solution when it becomes dirty.

WOODWORK

Painted woodwork. Dust frequently. Remove smudges with paint cleaner on a clean cloth or sponge. When thoroughly dry, wax with liquid or paste wax.

Varnished woodwork. Dust frequently. Occasionally wash with a sponge or clean cloth wrung out of soap and warm water. Rinse, dry, and apply furniture polish or wax.

Wood paneling. *See* Furniture. Use the methods suggested for dusting and polishing.

WASHING MACHINES

Automatic. Follow manufacturer's directions carefully. Clean out lint at trap after each washing, and follow the directions for interior and exterior care recommended for semi-automatic machines.

Semi-automatic. Remove the agitator or suction cups. Wash them, the washer tub, and the wringer. Use water softener if necessary to remove soap curd. Wipe dry. Clean the lint from the drainplate. Wipe the exterior with a damp cloth or a sponge. Leave the machine partially open for thorough airing and drying. Coil the connecting cord around the hooks provided. Release pressure on wringer rolls (wash them when necessary), and wipe dry.



LEASE

THE JONESES' LEASE

BY THIS LEASE, executed this twenty-second day of April nineteen hundred and fifty-two in consideration of the following covenants and conditions entered into by the parties hereto, for themselves, their heirs, legal representatives, successors and assigns Harold Peters hereinafter designated as lessor, leases to Stanley Jones hereinafter designated as lessee, ALL those premises, situated in the City of Millbrook, County of Rensselaer, State of New York, known as 41 Clinton Road to be occupied only for a Dwelling House for a term commencing on the 1st day of May nineteen hundred and fifty-two and ending on the last day of April nineteen hundred and fifty-three at the monthly rent of forty dollars (\$40.00)

PROVIDED always, and the lessee hereby covenants to pay said rent punctually, and to pay all expenses of water meters, their connections and settings, and to pay to the lessor the amount of the water rates and all other charges for the supply of water which shall be imposed upon the premises as soon as they become due and payable, and all penalties incurred for non-payment thereof, and to pay all charges for cleaning sinks and keeping sidewalks in order; and at the lessee's own cost to put and keep said premises and fixtures and appurtenances in good condition and safe and proper repair and in tenantable order during the term hereby demised, and to promptly comply with and execute all laws, orders and regulations of the Federal, State and Municipal authorities, the New York Board of Fire Underwriters, the New York Fire Insurance Exchange, and of The Casualty Insurance Exchange of New York; and not to make any alterations in said premises without the lessor's written consent, and not to use or occupy the premises in any manner so as to cause alterations or additions of any kind to be ordered to be made on said premises by the Federal, State or Municipal authorities, the New York Board of Fire Underwriters, the New York Fire Insurance Exchange and of The Casualty Insurance Exchange of New York; neither said demised premises nor any portion thereof shall be used or occupied as a hotel, lodging house or tenement house as defined by any law of the State of New York or other lawful authority now in force or hereafter enacted; and to allow notices to let and for sale to be put and remain on the premises, and applicants to enter and examine the premises on week days, between ten o'clock, A.M., and six o'clock, P.M., and to permit the lessor or the lessor's agents to enter and examine the condition of the premises at any reasonable hour of the day, and to enter, uphold and maintain the same in case the lessor or they shall consider it necessary.

I. The lessee ^{may}~~shall not~~ assign this Lease, ^{and}~~nor~~ underlet the whole or any part of the premises without the lessor's written consent, ~~and~~ ^{but} is not to leave the premises unoccupied or vacant during the term, nor to suffer any tenancy on the premises other than above specified, nor to suffer any article to be brought or act to be done on the premises which may be noxious, dangerous or offensive or which will vitiate any Policy of insurance thereon or increase the premium, and not to place or keep any sign, awning, advertisement or notice on any part of the outside or inside of the building without the lessor's consent, and not to call on the lessor for any disbursement or outlay during the term, and at the expiration or determination of the term to peaceably surrender said premises, with all improvements thereon, in good condition.

II. The appointment of a receiver of the property of the lessee or the filing of a petition in bankruptcy by or against the lessee or an assignment by said lessee under the insolvency laws of any State, or the issuance of legal process against said lessee under which the lessee's interest in this lease may be levied upon, seized or attached, shall be deemed a default and breach of the covenants herein contained, by the lessee, and shall entitle the lessor at the lessor's option to declare this lease broken and ended. The lessor shall not be responsible for any defect or change of condition in the premises, nor for damage to the same, or to goods or things contained therein, by any overflow or leakage upon or into the premises or from any other cause; and the rent shall not be withheld or diminished on account of such defect, change or damage.

III. The lessee will in case of fire give immediate notice thereof to the lessor, who shall thereupon cause the damage to be repaired forthwith; but if the premises be so damaged that the lessor shall decide to rebuild, the term hereby demised shall cease, and the accrued rent be paid up to the time of the fire.

IV. In the event of the lessee's dispossession by Summary Proceedings, or if default be made in the payment of the said rents, or of any part thereof, or of any of the covenants herein contained, the said lessor may institute summary or other legal proceedings to recover possession of the demised premises, in the manner provided by the New York Civil Practice Act, or if the premises become vacant that the said lessor may at lessor's option, without instituting summary or other legal proceedings take possession of the said premises, and on the repossession by the said lessor either by legal or summary proceedings or otherwise, the said lessor may thereupon re-let the said premises as the agent of said lessee but in the name of the lessor, and receive the rents thereof, applying the same first to the payment of such expenses as lessor may be put to in recovering possession of said premises and re-letting the same and then to the payment of the rent due by these presents. The said lessee hereby agrees to remain

liable for and to pay any deficiency there may be between the amount herein reserved and the amount of rent which shall be collected and received from the said premises during the residue of the said term, in monthly payments, as the amount of such difference shall from time to time be ascertained at the end of each month. The execution of a new lease for the same premises being permitted without terminating the lessee's liability or obligation hereunder. The lessee hereby expressly waives the service of any notice of intention to reenter, or of instituting legal proceedings to that end.

V. Any payments herein covenanted to be made by lessee for taxes, assessments, water, insurance premiums or any part thereof, may be considered as additional rent, and in default of payment by lessee, as herein provided, may be added to the next installment of rent due under this lease with interest thereon from the time of such payment, and subject to the like penalties for non-payment thereof.

VI. A waiver of forfeiture by the lessor on any breach by the lessee of any covenant or condition hereof shall not bar forfeiture on any subsequent breach of any such covenant or condition.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their respective seals the day and year first above written.

Harold Peters...

S. Stanley Jones...

STATE OF NEW YORK

COUNTY OF Rensselaer ss.

On the twenty-second day of April, nineteen hundred and fifty-two, before me came Stanley Jones to me known to be one of the individuals described in, and who executed, the foregoing instrument, and acknowledged that he executed the same.

Alfred B. Harvey
Notary Public

STATE OF NEW YORK

COUNTY OF Rensselaer ss.

On the twenty-second day of April, nineteen hundred and fifty-two, before me came Harold Peters to me known to be one of the individuals described in, and who executed, the foregoing instrument, and acknowledged that he executed the same.

Donald McPherson
Notary Public



DEED

THE LEES' DEED

THIS INDENTURE, made this 9th day of September, in the year of our Lord one thousand nine hundred and 52, between Joseph Hardy, of the City of Plainfield, in the county of Grundy and State of Illinois, party of the first part, and Howard Lee and Anne Lee, of the City of Plainfield, in the county of Grundy and State of Illinois, parties of the second part.

WITNESSETH, that the said party of the first part, for and in consideration of the sum of eight thousand five hundred dollars (\$8,500) in hand paid by the said parties of the second part, the receipt whereof is hereby acknowledged, has and by these presents does remise, release, alien and convey unto the said parties of the second part as joint tenants and not as tenants in common, all the following described lot, piece, or parcel of land, situate in the City of Plainfield, in the county of Grundy and State of Illinois, known and described as follows to wit:

Beginning at a point on the westerly line of Fourth Street, one hundred and fifty feet north of the point where the westerly line of Fourth Street is intersected by the northerly line of Maple Avenue; running thence northerly along the said westerly side of Fourth Street a distance of one hundred feet; running thence westerly along a line forming an angle of 90° with the preceding course a distance of one hundred feet; running thence southerly along a line forming an angle 90° with the preceding course a distance of one hundred feet; and running thence easterly a distance of one hundred feet to the point of beginning.

Together with all and singular the hereditaments and appurtenances thereunto belonging, or in anywise appertaining, and the reversion and reversions, remainder and remainders, rents, issues and profits thereof, and all the estate, right, title, interest, claim or demand whatsoever of the said party of the first part, either in law or equity of, in and to the above described premises, with the hereditaments and appurtenances; to have and to hold the said premises above described, with the appurtenances, unto the said parties of the second part, not as tenants in common but as joint tenants.

And the said Joseph Hardy, party of the first part, for his heirs, executors and administrators, does covenant, promise and agree, to and with the said parties of the second part, their heirs and assigns in the manner aforesaid, that he has not done, nor suffered to be done, anything whereby the said premises hereby granted are, or may be, in any manner encumbered or charged; and that the said premises, against all persons lawfully claiming, or to claim the same, by, through or under him, he will warrant and forever defend.

And the said party of the first part hereby expressly waives and releases all rights under and by virtue of the homestead exemption laws of the State of Illinois.

IN WITNESS WHEREOF, the said party of the first part has hereunto set his hand.

Joseph Hardy

Signed, sealed and delivered in the presence of John Cooper
State of Illinois }
County of Grundy, } ss.

Joseph Hardy, the grantor in the foregoing deed named, deposes and says that the foregoing deed is made in good faith and without any design to hinder, delay or defraud creditor or creditors.

Subscribed and sworn before me,
this 9th day of September, 1952.

John Cooper

MORTGAGE

THE LEES' MORTGAGE

This INDENTURE, made this 9th day of September, 1952, between Howard Lee and Anne Lee, of Plainfield, Illinois, parties of the first part, and The First National Bank of Plainfield, Illinois, party of the second part:

Whereas, the parties of the first part are justly indebted to said party of the second part in the sum of five thousand eight hundred dollars (\$5,800) to be paid by a certain note dated September 9, 1952.

Now, THEREFORE, THIS INDENTURE WITNESSETH: That said parties of the first part, for the better securing the payment of the money aforesaid, with interest thereon according to the tenor and effect of said note above mentioned, and also in consideration of the further sum of one dollar, to them in hand paid by said party of the second part, at the delivery of these presents, the receipt whereof is hereby acknowledged, have granted, bargained, sold, remised, released, conveyed, aliened, and confirmed, and by these presents do grant, bargain, sell, remise, release, convey, alien, and confirm, unto said party of the second part, and to its heirs and assigns forever, all the following described lot, piece, or parcel of land, together with all the rents, issues, profits thereof, situate in the city of Plainfield, county of Grundy, and state of Illinois, and known and described as follows, to wit:

Beginning at a point on the westerly line of Fourth Street, one hundred and fifty feet north of the point where the westerly line of Fourth Street is intersected by the northerly line of Maple Avenue; running thence northerly along the said westerly side of Fourth Street a distance of one hundred feet; running thence westerly along a line forming an angle of 90° with the preceding course a distance of one hundred feet; running thence southerly along a line forming an angle 90° with the preceding course a distance of one hundred feet; and running thence easterly a distance of one hundred feet to the point of beginning.

To have and to hold the same, together with all and singular the tenements, hereditaments, privileges, and appurtenances thereunto belonging,

or in anywise appertaining; and also, all the estate, interest and claim whatsoever, in law as well as in equity, which said parties of the first part have in and to the premises hereby conveyed unto said party of the second part, its heirs and assigns, and to their only proper use, benefit, and behoof forever;

Provided, always, and these presents are upon this express condition, that if said parties of the first part, their executors, administrators, or assigns, shall well and truly pay, or cause to be paid, to said party of the second part, its heirs, executors, administrators, or assigns, the aforesaid sum of money, with interest thereon, at the time and in the manner specified in the above mentioned note, according to the true intent and meaning thereof, then and in that case these presents and every thing herein expressed, shall be absolutely null and void. If default be made in the payment of said note, or any part thereof, or the interest thereon, or any part thereof, at the time and in the manner and at the place above limited and specified for the payment thereof, or in case of waste or non-payment of taxes or assessments, or neglect to procure or renew insurance, as hereinafter provided, or in case of the breach of any of the covenants or agreements herein contained, then and in such case the whole of said principal and interest secured by said note in this mortgage mentioned, shall thereupon at the option of said party of the second part, its heirs, executors, administrators, attorneys, or assigns, become immediately due and payable; anything herein or in said note contained to the contrary notwithstanding and this mortgage may then be immediately foreclosed to pay the same by said parties of second part, their heirs, executors, administrators, or assigns, and it shall be lawful for the party of the second part, its heirs, executors, administrators, attorneys, or assigns, to enter into and upon the premises hereby granted, or any part thereof, and to receive all rents, issues and profits thereof. And the parties of the first part hereby authorize and empower any attorney of any court of record to enter their appearance upon the filing of any bill to foreclose this mortgage in any court having jurisdiction thereof, and to file an answer for them and in their names, stating the amount that may then be owing on said note in this mortgage mentioned, for principal and interest, also for costs, taxes, insurance, attorneys' fees, and other money expended under the provisions contained herein, whether the same be due by the terms of this mortgage, or by the option of said party of the second part, its heirs, executors, administrators, or assigns, and to consent and agree to an immediate decree being entered for the amount therein stated to be so due and owing in favor of said party of the second part, its heirs, executors, administrators, or assigns and to consent and agree that an immediate sale of said premises may be made and that no appeal shall be taken from such decree or writ of error sued out thereon.

In case of the filing of any bill in any court of competent jurisdiction to foreclose this mortgage, the court may appoint any suitable person, re-

ceiver, with power to collect the rents, issues, and profits arising out of said premises during the pendency of such foreclosure suit, and until the right to redeem said premises from any sale thereof, to be made by virtue of said proceedings, shall have expired, and such rents, issues, and profits shall be applied toward the payment of said indebtedness and the costs of such foreclosure. Upon the foreclosure of this mortgage by proceedings in court, or in case of any suit or proceeding at law or in equity, wherein said party of the second part, its executors, administrators, or assigns, or the legal holder of said or either of them, shall be a party plaintiff or defendant, by reason of its being a party to this mortgage, or a holder of said note, he or they shall be allowed and paid by the said parties of the first part, their reasonable costs and charges, attorneys' and solicitors' fees in such suit or proceeding, and the same shall be included as part of the costs in any decree for the foreclosure of this mortgage, or the sale of said premises.

And in consideration of the money loaned as aforesaid to the said parties of the first part, and in order to create a first lien and encumbrance on said premises under this mortgage, for the purposes aforesaid, and to carry out the foregoing specific application of the proceeds of any sale that may be made by the virtue hereof, said parties of the first part do hereby agree to surrender up possession thereof to the purchaser or purchasers at such sale, or to any receiver that may be appointed by the court, peaceably on demand.

Said parties of the first part, for themselves, their heirs, executors, administrators, and assigns, covenant, and agree to and with said party of the second part, its executors, administrators, and assigns, that at the time of the ensealing and delivery of these presents, they are well seized of said premises in fee simple, and have good right, full power, and lawful authority to grant, bargain, and sell the same in manner and form as aforesaid; that the same are free and clear of all liens and encumbrances whatsoever; and that they will forever warrant and defend same against all lawful claims; that said parties of the first part will in due season pay all taxes and assessments on said premises, and exhibit once a year, on demand, receipts of the proper persons to said party of the second part, or its assigns, showing payment thereof, until the indebtedness aforesaid shall be fully paid; and will keep all buildings that may at any time be on said premises during the continuance of said indebtedness, insured in such company or companies as the said party of the second part, or its assigns, may from time to time direct, for such sum or sums as such company or companies will insure for, not to exceed the amount of said indebtedness, except at the option of said parties of the first part, and will make the loss, if any, payable to and deposit the policy or policies with, said party of the second part, or its assigns, as further security for the indebtedness aforesaid. And in case of the refusal or neglect of said parties of the first part, thus to insure, or assign the policies of insurance, or to pay taxes, said

party of the second part, or its executors, administrators, or assigns, or either of them, may procure such insurance or pay such taxes, and all moneys thus paid, with interest thereon at seven percent per annum, shall become so much additional indebtedness, secured by this mortgage, and to be paid out of the proceeds of sale of the lands and premises aforesaid, if not otherwise paid by said party of the first part.

And it is stipulated and agreed, that in case of default in any of said payments of principal or interest, according to the tenor and effect of said note aforesaid, or any part thereof, or of a breach of any of the covenants or agreements herein by the parties of the first part, their executors, administrators, or assigns, then, and in that case, the whole of said principal sum hereby secured, and the interest thereon to the time of sale, may at once, at the option of said party of the second part, its executors, administrators, attorneys, or assigns, become due and payable, and this mortgage may be foreclosed in the manner and with the same effect as if said indebtedness had matured.

IN TESTIMONY, WHEREOF, we have hereby set our hands and seals this 9th day of September, 1952.

Howard Lee (Seal)

Anne Lee (Seal)

State of Illinois }
County of Grundy } ss.

On this 9th day of September, 1952, there came before me Howard Lee and Anne Lee, to me known, and acknowledged that they were the grantors named in the foregoing indenture and that their signatures were subscribed thereto.

(Seal)

Malcolm Todd

Notary Public

FIRST NATIONAL BANK OF PLAINFIELD

By *George J. Gray* (Seal)

Vice-President

State of Illinois
County of Grundy

On this 9th day of September, 1952, there came before me George J. Gray, to be known and known to me to be Vice President of the First National Bank of Plainfield, the grantee named in the above indenture, and acknowledged that his signature on behalf of said grantee was subscribed thereto, pursuant to authority vested in him by the Board of Directors of said grantee.

(Seal)

Malcolm Todd

Notary Public

BIBLIOGRAPHY

BOOKS

- Agan, Tessie, *The House: Its Plan and Use*. Philadelphia: J. B. Lippincott Co., 1948. A comprehensive college text covering all phases of housing and furnishing. It gives careful consideration to housing needs as related to the family and to the family income.
- Allen, R. S., *Our Fair City*. New York: Vanguard Press, 1947. A series of articles by competent reporters on the cultural life of seventeen American cities.
- Aronson, Joseph, *The Encyclopedia of Furniture*. New York: Crown Publishers, Inc., 1938. Illustrated with 1,115 photographs and many line cuts.
- Balderston, L. R., *Housekeeping Handbook*. Philadelphia: J. B. Lippincott Co., 1944. Practical presentation of housekeeping methods.
- Barnes, R. M., *Motion and Time Study*. New York: John Wiley and Sons, Inc., 3rd edition, 1949. A comprehensive presentation of time and motion studies as related to performance of manual work.
- Bathurst, Effie G., *Your Life in the Country*. New York: McGraw-Hill Book Co., 1948. Addressed to young people in rural areas, this book stresses resources and responsibilities of the rural consumer.
- Bonde, R. L., *Management in Daily Living*. New York: The Macmillan Company, 1944. An excellent text concerning the role of management in attaining individual and family goals. Housing and democratic home management play a large part in the discussion, based upon a happy philosophy of democratic family living.
- Brindze, Ruth, *How to Spend Money*. New York: Vanguard Press, 1935. A guide to better buying.
- Bry, Paul, *How to Build Your Own Furniture*. New York: The Macmillan Company, 1951. Easy to follow instructions for the amateur carpenter.
- Carskadon, T. R., and Modley, R., *U. S. A.—Measure of a Nation*. New York: Macmillan Company, 1949. Many facts and figures gleaned from the 1940 Housing Census presented pictorially.
- Carter, D. G., and Hinchcliff, K. H., *Family Housing*. New York: John Wiley and Sons, Inc., 1949. Stresses the kind of housing needed. Good illustrations. The authors are specialists in farm housing.
- Catlin, Mary and George, *Building Your New House*. New York: A. A. Wyn, Inc., 1945. By homemakers with practical experience in building houses for their own family.

- Colean, M. L., *American Housing—Problems and Prospects*. New York: The Twentieth Century Fund, 1947. Good explanation of the present housing situation in the United States.
- Coles, J. V., *Standards and Labels for Consumers' Goods*. New York: The Ronald Press Company, 1949. Explains the historical development and present status of consumer protection in form of standards and labels.
- Craig, Hazel, *A Guide to Consumer Buying*. Boston: D. C. Heath and Company, 1943. Organized around problems of high school pupils. Has many colored illustrations.
- Crouse, William, *Home Guide to Repair, Upkeep, and Remodeling*. New York: McGraw-Hill Book Co., 1948. An instruction book for homeowners who like to make their own repairs.
- Cushman, E. M., *Management in Homes*. New York: The Macmillan Company, 1945. Describes the ways in which actual families have overcome both poor housing and habit situations and have worked through to more effective and happier situations.
- Dean, J. P. and Breenes, Simon, *The Book of Houses*. New York: Crown Publishers, Inc., 1946. Photographs and floor plans. Concise presentation of major problems met in planning and financing homes.
- Duncan, Kenneth, *The Home Builders' Handbook*. New York: D. Van Nostrand Co., Inc., 1948. Gives detailed information about every aspect of home-building or renovation. Its philosophy of family living is a pleasant one.
- Dunham, C. W., and Thalberg, Milton D., *Planning Your Home for Better Living*. New York: McGraw-Hill Book Co., 1945. Good reference material, including many illustrations, about various ways of using interior and outdoor space for good family living.
- Duvall, Evelyn M., *Family Living*. New York: The Macmillan Company, 1950. Contains a discussion of the stages of family life, an understanding of which is essential in planning housing for changing needs.
- Ellenwood, James Lee, *Just and Durable Parents*. New York: Charles Scribner's Sons, 1949. Stresses democratic family living where three generations are housed.
- Field, D. J., *The Human House*. Boston: Houghton Mifflin Co., 1939. Excellent discussion of areas of activity and quiet.
- Fitzsimmons, Cleo, *The Management of Family Resources*. San Francisco: W. H. Freeman and Co., 1950. Explains how wants may be satisfied on different levels of living and how our economic system operates.
- Gilbreth, Frank Bunker, and Carey, E. M. G., *Cheaper by the Dozen*. New York: Thomas Y. Crowell Co., 1948. Amusing reminiscences of how one family applied time and motion studies to family living.
- Gillies, M. D., *How to Keep House*. New York: Harper & Brothers, 1949. A gay but practical book dealing with everyday problems of house care, laundry, shopping, and entertaining.
- Good Housekeeping Institute, *The Good Housekeeping Housekeeping Book*. New York: David McKay Co., Inc., 1947. Explains how to care for a home, to get ready for moving, to get rid of pests, and to keep a home safe.
- Graham, Jessie, and Jones, Lloyd, *The Consumer's Economic Life*. New York: The Gregg Publishing Co., 1946. Designed to help young people with individual problems of planning effectively their selection, purchase, and use of goods and services.

- Greer, Guy, *Your City Tomorrow*. New York: The Macmillan Company, 1947. A discussion of community planning addressed to the private citizen.
- Gross, I. H., and Crandall, W. W., *Home Management in Theory and Practice*. New York: Appleton-Century-Crofts, Inc., 1947. Written about actual experimentation in home management practices.
- Group, Harold E., *Book of Small Houses*. New York: Garden City Publishing Co., 1946. Floor plans and photographs.
- Groves, E. R., Skinner, E. L., and Swenson, S. J., *The Family and Its Relationships*. Philadelphia: J. B. Lippincott Co., 1941. Deals with the spirit of good family living. Several chapters related to housing and how it affects family living.
- Hawkins, R. R., and Abbe, C. H., *New Houses from Old: A Guide to the Planning and Practice of House Remodeling*. New York: McGraw-Hill Book Co., 1948. Practical suggestions for remodeling existing houses.
- Hillyer, Elinor, *Mademoiselle's Home Planning Scrapbook*. New York: The Macmillan Company, 1946. Graph paper to plan individual rooms with pockets to store clippings and pamphlets for each. Some text in between.
- Hodgins, Eric, *Mr. Blandings Builds His Dream House*. New York: Simon & Schuster, 1946. An amusing novel about the trials of having a house built to order.
- Hurst, Marion, *The 1-2-3 of Homemaking*. New York: Prentice-Hall, Inc., 1947. Outlines specific procedures in the many aspects of home activities.
- Johnson, William H., and Newkirk, V. Louis, *Home Mechanics*. New York: The Macmillan Company, 1947. Instruction on how to do jobs that occur frequently around the house—sections on electricity, appliances, plumbing, heating, doors and windows, and care of house and garden.
- Johnstone, H. G., and others, *Building or Buying a House*. New York: McGraw-Hill Book Co., 1945. Practical guidance for home buyers or builders.
- Kinney, Ralph Parsons, *The Complete Book of Furniture Repair and Refinishing*. New York: Charles Scribner's Sons, 1950. A handbook for the inexperienced as well as the experienced workman—all aspects of furniture repair and refinishing is considered.
- Landis, P. H., *Your Marriage and Family Living*. New York: McGraw-Hill Book Co., 1946. The first two chapters and the last three chapters of this book consider the family in its social-cultural setting.
- Lewis, Ethel, *Decorating the Home*. New York: The Macmillan Company, 1942. An artistic approach to home furnishing.
- Margolius, Sidney, *How to Buy More for Your Money*. New York: Doubleday & Co., Inc., 1947. Shopping guide for all types of goods and services used in homes.
- Miller, Gladys, *Decoratively Speaking*. Garden City, New York: Doubleday & Co., 1946. Practical approach to home furnishing.
- Nelson, George, and Wright, Henry, *Tomorrow's House*. New York: Simon and Schuster, Inc., 1946. Includes designs and plans with emphasis on modern design and recent developments in building.
- New York Herald Tribune Institute, *America's Housekeeping Book*. New York: Charles Scribner's Sons, 1941. Detailed direction for all types of housekeeping jobs.
- Nickell, P., and Dorsey, J. M., *Management in Family Living*. New York: John Wiley and Sons, Inc., 2nd edition, 1950. Explains the place of management

- in homemaking and family life, the development of methods of analyzing and solving management responsibilities in family living, and the role of the democratic home in the development of the socially adjusted individual.
- Ormsbee, T. H., *Story of American Furniture*. New York: The Macmillan Company, 1940. A guide to the collector of American antiques.
- Peet, Louise J., and Sater, Lenore E., *Household Equipment*. New York: John Wiley and Sons, Inc., revised 1949. Describes construction and care of equipment and appliances.
- Picken, Mary Brooks, *Sewing for the Home*. New York: Harper & Brothers, 1941. Instructions for making draperies, bedspreads, slip-covers, etc.
- Rutt, Anna Hong, *Home Furnishing*. New York: John Wiley and Sons, Inc., 2nd edition, 1948. A comprehensive and useful book on home furnishing—emphasis on selection and arrangement of furnishings. Planned as a college text but is a helpful guide to homemakers who are furnishing or refurnishing their homes.
- Sleeper, Catherine and Harold, *The House for You to Build, Buy, or Rent*. New York: John Wiley and Sons, Inc., 1948. Excellent suggestions on how to adapt housing space to the actual needs of families. Drawings and charts help to clarify explanations.
- Thorndike, E. L., *144 Smaller Cities*. New York: Harcourt, Brace and Co., 1940. Reports on social aspect of many small cities.
- , *Your City*. New York: Harcourt, Brace and Co., 1939. Reports on social-cultural aspects of many American cities with suggestions for ways to improve the quality of family living in them.
- Trilling, M. B., and Nicholas, F. W., *You and Your Money*. Philadelphia: J. B. Lippincott Co., 1944. A study for beginners on the many facets of consumer education.
- Tuomey, Douglas, *Home Maintenance Handbook*. New York: Funk and Wagnalls Co., 1948. Comprehensive in scope. Deals with the upkeep of the house, making insulation effective, storage space, ventilation, lighting, selection and maintenance of furniture and rugs.
- Washington, Lawrence, *How to Plan Your Financial Security*. New York: McGraw-Hill Book Co., 1948. Discusses over-all planning for a long-time financial program. Explains how to develop good habits in making such a program succeed.
- Wright, Russell and Mary, *A Guide to Easier Living*. New York: Simon & Schuster, 1951. A room by room discussion of furniture arrangement and upkeep for easier living.
- Wilhelms, Fred J., *Consumer Living*. New York: The Gregg Publishing Co., 1951. Encourages young consumers to develop a sense of values along with an appreciation of our economic system.

PAMPHLETS

Because the supply available changes so rapidly, we are not listing the innumerable valuable pamphlets which may be obtained from business institutions, state colleges and the state and federal governments. Several of the housing magazines give lists of some of the good pamphlets currently available. We suggest that teachers or committees of students collect lists of available pamphlets at the beginning of the term so they will know where to get supplementary material

when it is needed. Here are some of the sources that will send you lists of current pamphlets:

Cornell University Extension Service, New York College of Home Economics, Ithaca, New York.

Household Finance Corporation, 919 North Michigan Avenue, Chicago 11, Illinois.

Public Affairs Pamphlets, 22 East 38 Street, New York 16, New York.

Superintendent of Documents, U. S. Government Printing Office, Washington 25, D. C.

Department of Agriculture, Washington, D. C.

U. S. Office of Education, Federal Security Agency, Washington, D. C.

FILMS

The same thing that is true of the changing supply of pamphlets is also true of films. However the following sources will give you current information:

Educational Film Guide, H. W. Wilson Company, 950 University Avenue, New York 52, New York.

Educators' Guide to Free Films, Educators' Progress Service, Randolph, Wisconsin.

Directory of 16 mm. Film Libraries, Visual Aids Section, Office of Education, Federal Security Agency, Washington 25, D. C.

Directory of United States Government Films, United States Film Service, Federal Security Agency, Washington 25, D. C.

1001 Blue Book of Non-Theatrical Films, Educational Screen, 64 East Lake Drive, Chicago, Illinois.

Sources of Visual Aids for Instruction in the Schools, Pamphlet No. 80, United States Office of Education, Federal Security Agency, Washington 25, D. C.

INDEX

References to illustrations are in *italics*.

- Adams, John, birthplace of, 52
- Adams furniture, 78, 81
- Adjacent color scheme, 95
- Adobe house style, 50, 54, 55
- Advancing colors, 92-93
- Aged, housing needs of, 6
- Air conditioning, 59
- Alcoholic beverage stains, removing, 283
- Aluminum cooking utensils, 196; cleaning, 278
- American Gas Association, 193
- American homes, modern conveniences in, 58
- American Modern house style, 54, 55
- America's Needs and Resources*, by J. F. Dewhurst and Associates, 62
- Ants, exterminating, 279
- Apartment, advantages of, 38; considerations in renting, 40
- Architect, value of, 27-32
- Architectural styles, 50-55
- Arrangement of flowers, 170-171
- Arrangement of furniture and accessories, 104, 105-110; bedrooms, 234, 237-238; dining room, 172, 173-176; living room, 133-137, 140, 146; one-room apartment, 23-24 and facing
- Asphalt tile, cleaning, 265, 267; laying, 208-209
- Attic bedroom, 224
- Availability of housing, 12-13
- Axminster carpeting, 98, 99
- Baby, arranging space for, in one-room apartment, 23; housing needs of, 3-4, 225
- Baking, equipment for, 183, 185
- Banking services, 73-74
- Basement, keeping dry, 41
- Basins, wash, 251
- Bath towels, 253; laundering, 276
- Bathroom, 243-258; equipment for, 255; evaluation of, 245; and family living, *opposite* 249, 258; housekeeping in, 257; improving, 245-248; planning, 248-253; remodeling, 254, 255-257; safety measures in, 246-248
- Bathroom fixtures, 248-251; cleaning, 261
- Bathtubs, 250-251; safety devices for, 247
- Bed bugs, exterminating, 279
- Bedmaking, 230-231
- Bedrooms, 213-242; children's, *opposite* 217; convertible, 215, 234, 235-236, 237; decorating, 236-239; evaluation of, 216-218; and family living, 242; furniture for, 225-228; housekeeping in, 240-241; improving, 218-222; linens, 228-233; planning, 223-233; study area in, *opposite* 185; widow's, *opposite* 216
- Beds, 225-228; cleaning, 261-262; making, 230-231; placement of, 218
- Berry stains, removing, 283
- Blankets, 233; washing, 262
- Bleaching laundry, 274
- Blood stains, removing, 283
- Bluing, 274
- Books, cleaning, 262; economizing on, 70
- Bookshelves, building, 217
- Borrowing money, 74
- Brass, cleaning, 278
- Bread boxes, cleaning, 262
- Broadloom carpeting, 98
- Broiler fire, smothering, 187
- Brooms, 124
- Brushes, cleaning, 126
- Budgeting, 64-73
- Building codes, 13
- Building costs, 29-30
- Building home, 42; considerations in, 46; plans for, 27-29
- Building projects, *see* Home carpentry
- Burned spot on rug, removal of, 271
- Butter spots, removing, 283
- Buying, economical, 73
- Buying family home, 31-35; considerations in, 41; financing, 31; points to check on old house, 34-35

- Candle wax, removing, 283
 Cape Cod Cottage, 51, 55
 Carpentry, *see* Home carpentry
 Carpet sweeper, 123–124
 Carpets, cleaning, 268, 270–271; selecting, 97–99
 Catsup stains, removing, 286
 Ceiling, colors for visually lowering or raising, 136–137; painting with roller, 20; patching cracks in, 18
 Cellar, keeping dry, 41
 Cesspools, 252
 Chair covers, making, 138–139
 Chair styles, 79–84
 Charge accounts, 75–76
 Charity, budgeting for, 71
 Chenille carpeting, 98
 Chewing gum, removing, 283
 Children, housing needs of, 4–5, *opposite* 89
 Children's rooms, planning, *opposite* 217, 223–225
 China, table, 167–168
 Chippendale furniture, 78, 81
 Choosing home to rent, 14–17
 Chromium, cleaning, 278
 City homes, modern conveniences in, 58
 City living, 38
 Cleaning, bathroom, 257; bedrooms, 240–241; daily, 152–154, 176, 205, 240, 257; dining area, 176–178; efficient methods of, 117; fabrics, 123; floors, 121; kitchen and laundry, 204–205; living room, 152–154; occasional tasks, 154, 178, 205, 241, 257; tools and accessories of, 121–126; weekly, 154, 176–177, 205, 240–241, 257
 Cleaning closet, 126–129
 Cleaning techniques, 261–289; bathroom fixtures, 261; beds, 261–262; books, 262; bread boxes, 262; fireplaces, 263; floor coverings, 268–269, 270–271; floors, 263–268; furniture, 269, 272; garbage cans, 72; glass, 272; irons, 272; lamps, 273; metals, 278–279; pianos, 280; radiators, 280; ranges, 280–282; refrigerators, 282; registers, 282; shades, window, 282; stains, 283, 286; vases, 286; vegetable bins, 286; Venetian blinds, 286; walls and wallpaper, 286, 287–288; washing machines, 289; woodwork, 289
 Closets, improvised, 239; orderly, 218, 219, 222
 Clothing, economizing on, 68, 69
 Cockroaches, exterminating, 279
 Cocoa or chocolate stain, removing, 283
 Coffee stain, removing, 283
 Colonial furniture styles, 78, 79
 Colonial house styles, 50, 52–53
 Color, 92–95; advancing and receding, 92–93; of ceiling to visually raise or lower, 136–137; function and emotion, 95; schemes of, 95, *opposite* iii, *opposite* 121, *opposite* 153, *opposite* 184, *opposite* 216; warm and cool, 93–95; wheel, *opposite* 88
 Comforters, 233
 Community planning, 48, 49
 Complementary color scheme, 95
 Complementary colors, 92
 Concrete floors, cleaning, 268
 Construction of furniture, 88–91
 Consumers' Research, Inc., 73
 Consumers Union, 73
 Contemporary furniture, 78, 83, 88; availability in stores, 84–87; maintenance of, 112
 Contour sheets, 232
Controlling Factors in Economic Development, by A. G. Moulton, 62
 Cooking, equipment for, 184, 186
 Cooking utensils, 196–198
 Cool colors, 93–95
 Cooperative apartments, 40
 Copper, cleaning, 278
 Cotton loop rugs, 103; cleaning, 269
 Country life, 38–39
 Cracks in walls, filling before painting, 18
 Credit, buying on, 74–76
 Curtains, laundering, 278; selecting, 96–97
 Cutlery, kitchen, 197
 Daily housekeeping tasks, in bathroom, 257; bedrooms, 240; dining area, 176; kitchen and laundry, 205; living room, 152–154
 Decorating, *see* Interior decorating
 Deed, 295–296
 Desk styles, 87
 Detergents, synthetic, 274
 Dewhurst, J. F., and Associates, *America's Needs and Resources*, 62
 Diapers, laundering, 278
 Dining area, 157–178, *opposite* 184; decorating, 44; evaluation of, 159; and family living, 178; furniture arrangement in, 24 and facing, 172, 173–176; housekeeping in, 176–178; improving, 159–164; outdoor, 162–163; planning, 164–169; Traditional, 158
 Dining tables, building, 161, 165; convertible, 164–165
 Dishes, 167–169
 Dishwasher, automatic, 119
 Dishwashing, 262–263; equipment for, 185, 186, 198
 Disposal pipes for plumbing units, 252–253
 Doors, painting, 21
 Dovetail joints on drawers, 89, 90
 Dowel joint, 89
 Draperies, selecting, 96–97

- Drawers, lining, 115; straightening, 218; unsticking, 220-221
 Drying laundry, 274-276
 Duncan Phyfe furniture, 78, 82
 Dust mop, 124
 Dusting, 269
 Dutch Colonial style house, 50
 Dyeing in washing machine, 275

 Eames furniture, 83, 88
 Early American furniture, 78, 79
 Earthenware oven utensils, 196-198
 Egg spots, removing, 283
 Electric burners, cleaning, 280, 282
 Electric housekeeping equipment, 118-119, 153, 189, 190-191, 193, 198
 Electric system, in American homes, 58; checking, in old house, 34
 Electric wiring, 59-61; checking for safety, 40; in farmhouse, 47; symbols, 47
 Enamel surfaces, cleaning and maintaining, 281
 Enamelware cooking utensils, 196
 English community planning, 48, 49
 Expanding family stage in family life cycle, 3-4
 Exposure, selecting color by, 93-94
 Exterminating pests, 279-280

 Fabrics, cleaning, 123; colors and textures, *opposite 121*
 Family living, 1-6; expanding stage, 3-4; founding or young-married-couple stage, 2-3; launching-and-later-years stage, 5-6; management, 6-7; teen-age stage, 4-5; young-children stage, 4
 Farm, considerations in selecting, 39
 Farm homes, modern conveniences in, 58
 Farmhouse, kitchen of, 180; wiring plan for, 47
 Financing, bank services, 73-74; budgeting, 64-73; buying house, 26-27; credit, use of, 74-76
 Fingernail polish stains, removing, 283
 Finishes of furniture, 90
 Fire in broiler, smothering, 187
 Fireplace, 59; cleaning, 263
 Flatware, 169
 Flies, exterminating, 279
 Floor coverings, 97-99, 103; in bathroom, 246, 253; cleaning, 268-269, 270-271; laying asphalt tile, 208-209; for kitchen, 195-196
 Floors, checking, in old house, 35; cleaning, 121, 263-268; electric polisher for, 153
 Flower arranging, 170-171
 Fluorescent globes, 105
 Food, economizing on, 67, 68
 Food preparation, equipment for, 183, 185

 Foundation wall, checking, in old house, 35
 Founding stage in family life cycle, 2-3
 French Provincial house style, 55
 Fruit stains, removing, 283
 Furnishing home, 77-110; arrangement, 105-110; bathroom, 247-253; bedroom, 223-233; color, use of, 92-95; construction of furniture, 88-91; dining room, 164-169; economizing on, 68; kitchen and laundry, 189-204; lighting, 103-105; living room, 140-141, 146; one-room apartment, 146-152; pattern and texture, 96-99, 103; styles of furniture, 77-88
 Furniture, cleaning, 269, 272; construction of, 88-91; dining room, 164, 167; slip-covers, making, 138-139; styles of, 77-88; unit, 155
 Furniture arrangement, 24 and facing, 104, 105-107; of bedrooms, 234, 237-238; dining room, 172, 173-176; living room, 133-134, 135-137, 140, 146; one-room apartment, 146-152
 Furniture polish, 125

 Garbage cans, cleaning, 272
 Gas burners, cleaning, 280
 Gas range, 192
 Gas refrigerator, 193
 Georgian Colonial house style, 50, 53
 Gifts, economizing on, 70
 Gilbreth, Mrs. Lillian, 115
 Glass, cleaning, 272
 Glass cooking utensils, 196
 Glassware, table, 168-169
 Gloves, laundering, 278
 Glue spots, removing, 283
 Goals in family living, 7
 Grass stains, removing, 283
 Grease spots, removing, 283

 Half-timbered English house, 53, 55
 Health, budgeting for, 70
 Heating equipment, checking for safety, 40
 Heating systems, 57-59; in American homes, 58; for bathroom, 253
 Hepplewhite furniture, 78, 80
 Hobbies, providing space for, 10
 Home carpentry: bookshelves, 217; dining table, 165; lamp table, 166
 Home ownership, financing, 26-27
 Home planning, 37-46; building house, 46; buying house, 41; location and type of community, 37-39; renting apartment, 40; renting house, 40-41
 Hooked rugs, cleaning, 269
 Hot-water supply, 60, 61
 House, considerations in renting, 40-41; considerations in building, 46; considerations in buying, 34-35, 41

- Housekeeping, 111–129; in bathroom, 257; in bedrooms 240–241; in dining area, 176–178; electric equipment for, 118–119; evaluating results, 129; in kitchen, 204–205; in living room, 152–154; planning, 113–117, 120–121; standards of, 111–112; storage of tools, 126–129; tools of, 121–125
- Houseplants, 199
- Houses, styles of, 50–55
- Housing, good, prospect for, 8
- Housing needs, determining, 9–11, 25–26, 28–29; for your future home, 37–39
- Housing shortage, reasons for, 12–13
- Ice boxes, cleaning, 282
- Ice cream stains, removing, 283
- Illuminating Engineering Society, 104–105
- Income, median, 63
- Ink stains, removing, 283; from rug, 271
- Insect control, 126, 279–280
- Insulation, 57–59
- Insurance, 71–72
- Intensity of colors, 92
- Interior decorating, of bathroom, 254, 255–257; bedroom, 45, 214, 224, 236–239; bedroom-living room, 215, 234, 235–236, 237; color schemes, 92–95; dining area, 44, 158, 160–175; kitchen, 44; living room, 43, 131–146; one-room apartment, 23–24 *and facing*, 146–152; roller-painting room, 18–21; *see also* Furnishing home
- Interior decorators, 77
- Iron cooking utensils, 196
- Iron rust stains, removing, 283
- Ironers, 194; cleaning, 272
- Ironing, 186, 187, 277
- Ironing boards, 194
- Irons, 194; cleaning, 272; steam, 273, 277
- Joints in furniture construction, 89
- Kerosene ranges, cleaning, 282
- Kitchen, 179–211; arranging and decorating, 44, 200–204; care of equipment, 198; evaluation of, 181; and family living, 207, 211; floors and walls, 195–196; housekeeping in, 204–205; improving, 181–189; planning, 189–198; ranges, 189, 190, 192; refrigerators, 192–193; remodeling, 200, 201–204; safety measures in, 187–189; sinks, 194; utensils, 196–198
- Kitchen pests, exterminating, 280
- Lamp table, building, 166
- Lamps, 100–101, 102; Certified, 104–105; cleaning, 273
- Land, for house, considerations in buying, 46
- Launching-and-later-years stage of family life cycle, 5–6
- Laundry, 179; economizing on, 69; equipment for, 194–195; evaluation of, 180, 206; improving, 186–187
- Laundry hamper, 259
- Laundry processes, 273–278
- Lawn treatment, 41
- Layout of rooms, 55–56
- Leases, 17, 291–293
- Leather upholstery, cleaning, 272
- Levittown, 49
- Lighting, 100–101, 102, 103–105; in bathroom, 246; in bedroom, 218–219; in dining room, 160
- Linens, for bed, 228–233; dining room, 167; storing, *opposite* 248
- Linoleum, cleaning, 266
- Lipstick stains, removing, 283
- Living room, 131–155, *opposite* 153; and bedroom combined, 146–152; decorating, 43; evaluation of, 132, 135; and family living, 133–134, 154–155; housekeeping in, 152–154; improving, 135–140; planning, 140–141, 146
- Location of your future home, 37–39
- Lot for building, considerations in buying, 46
- Maintenance, economizing on, 68
- Management, and family living, 6–7, 154–155, 178, 206–207, 242, 258; financial, 63–76; housekeeping, 111–130, 152–154, 176–178, 204–205, 240–241, 257
- Mattress protectors, 228–229
- Mattresses, 226–227; renovating, 261–262
- Meal planning, equipment for, 183, 185
- Meat juice stains, removing, 283
- Men, household tasks of, 113, 114
- Metal polish, 125
- Metals, cleaning, 278–279
- Meter box, checking for adequacy, 34
- Mice, exterminating, 279
- Mildew stains, removing, 283; on rug, 268
- Milk stains, removing, 286
- Mirrors, cleaning, 272
- Modern conveniences in American homes, 58
- Modern furniture, 78, 83, 88; available in stores, 84–87; maintenance of, 112
- Modern house styles, 54, 55
- Modern interior decorating, 96
- Monel metal, cleaning, 278
- Monochromatic color scheme, 95
- Moods of colors, 95
- Mops, 124, 125
- Mortgage, 297–300
- Mortise and tenon joint, 89
- Mosquitoes, exterminating, 280

- Mother living with married couple, room for, 6, *facing* 217, 254, 255–257
Moths, exterminating, 280
Moulton, A. G., *Controlling Factors in Economic Development*, 62
Mt. Vernon, 52
Moving, 22
Mud stains, removing, 286

Neighborhood, determining, 11, 12; zoning restrictions of, 41
New England house styles, 51, 52
Nickel, cleaning, 278

Oily spots on rug, removal of, 270
Older couples, housing needs of, 6
One-room apartment, arranging space for baby in, 23–24 and *opposite* 24; furnishing, 146–152
Oriental rugs, 99
Outdoor dining, 162–163
Outside toilets, 253

Paint, rubber base, 204; selecting, 19
Paint spots, removing, 286
Painting, preparing walls for, 18; with roller, 20–21; selecting paint, 19
Patching compound for walls and ceilings, 18
Pattern and texture in interior decorating, 96–99, 103, 137
Pennsylvania Dutch house style, 51
Perspiration stains, removing, 286
Pest control, 126, 279–280
Pewter, cleaning, 278
Pianos, cleaning, 280
Pictures, arrangement of, 106, 107, 108–109
Pillows, bed, 228; renovating, 261
Place mats, 167
Planning future home, 37–39
Plastic floors, cleaning, 265
Plumbing, in American homes, 58; installation of, 250, 251–252
Plumbing fixtures, 248–251
Polisher, electric floor, 153
Polishes, furniture and metal, 125
Polishing, furniture, 269; tools for, 121
Porcelain, cleaning and maintaining, 281
Pottery, table, 167–169
Prefabricated house, restrictions against, 13
Primary colors, *opposite* 88, 92
Quilts, 233

Radiant heating, 57
Radiators, cleaning, 280
Ranch-type house, 50
Ranges, 189, 190, 192; cleaning, 280–282
Rats, exterminating, 279

Receding colors, 92–93
Recreation, economizing on, 70
Refrigerators, 192–193; cleaning, 282; mechanical, in American homes, 58
Registers, cleaning, 282
Remodeling home, 32, 41; bathroom, 244, 254, 255–257; financing, 31; kitchen, 200, 201–204
Renting family home, 9–17; considerations in, 40–41; determining needs, 9–11; finding available places, 11–13; making best choice, 14–17
Rinsing laundry, 274
Robsjohn-Gibbings furniture, 88
Roller-painting room, 18–21
Roofing, on old house, 34
Room layout, 55–56
Room proportions, correcting, 136–137
Rubber gloves, 125
Rugs, cleaning, 268–269, 270–271; selecting, 97, 99, 103
Rumpus room, 5
Running water in American homes, 58
Rust stains, removing, 283

Safety measures, in bathroom, 246–248; in kitchen, 187–189
“Salt Box” house, 52
Savings, investment of, 71
Savings banks, 73
Scandinavian community planning, 48, 49
Scheduling household tasks, 117, 120–121
Scorch, removing, 286
Secondary colors, 92
Septic tanks, 251, 252
Serving, equipment for, 184, 186
Serving table, on wheels, 177
Setting table, efficiency in, 116
“Settling” of house, 35
Sewage systems, 251–252
Shades, window, cleaning, 282
Sheets and pillow cases, 228, 229–233
Shelter, economizing on, 67
Sheraton furniture, 78, 80
Silver, cleaning, 278–279
Silverware, table, 169
Sinks, 194; beautifying, 202–203
Size of room, selecting color by, 92–93
Slipcovers, making, 138–139
Slum areas, expense of, 31
Small-town living, 38, 39
Soaps and detergents, 274
Sofa styles, 86
Southern Colonial house style, 50, 52
Solar heating, 57
Space requirements, determining, 11
Spackle, 18
Spanish Mission house style, 50, 54, 55
Split complementary color scheme, 95

- Sponge-type wet mops, 124, 125
- Spot removal, 126, 283, 286; from rugs, 270–271
- Spreads, bed, 233
- Springs, bed, 226, 227–228
- Sprinkling laundry, 276–277
- Stain removal, 283, 286; from rugs, 270–271
- Stainless steel cooking utensils, 196
- Starching laundry, 274
- Steam irons, 273, 277
- Steam pipes, checking, in old house, 34
- Storage, of cleaning equipment, 126–129
- Storage boxes to fit under bed, 219
- Stoves, *see* Ranges
- Studio bedrooms, 56
- Study area, 4; in bedroom, 218
- Styles, of furniture, 77–88; of houses, 50–55
- Suburban living, 38
- Swedish Modern furniture, 88
- Table setting, 168
- Tablecloths and place mats, 167
- Tables, dining, 161, 164–165, 165; lamp, building, 166; scar-proof and heat-resistant, 112; styles of, 85; on wheels, 177
- Taxes, 72
- Tea stain, removing, 283
- Teen-age stage in family life cycle, 4–5
- Teen-agers, in family planning, 7; housing needs of, 4–5, 9–10
- Telephone, economizing on, 69
- Terrace, building, 162–163
- Texture and pattern in interior decorating, 93, 96–99, 103
- Tile, asphalt, 208–209, 267; for bathroom floors and walls, 253; cleaning, 268; for kitchen floor or walls, 196; rubber, 267
- Time payments, buying on, 75
- Tin cooking utensils, 196
- Toilets, 251, 252; outside, 253
- Tomato juice stains, removing, 286
- Towels, Turkish, 253; laundering, 276
- Traditional furniture, 78, 80–82; available in stores, 84–87; dining room, 158
- Traditional interior decorating, 96
- Transportation, economizing on, 69
- Triad color scheme, 95
- Two-story house, building, 50
- Tying springs in upholstered furniture, 91
- Underwriters' Laboratories, 192
- Unit furniture, 155
- Upholstered furniture, 84, 86, 90–91
- Upholstery, cleaning, 269, 272
- Utensils, kitchen, 196–198
- Utilities, determining requirements in, 11
- Vacuum cleaner, types of, 122, 123; uses of, 121–123
- Values of colors, 92
- Varnish spots, removing, 286
- Vases, cleaning, 286
- Vegetable bins, cleaning, 286
- Vegetable preparation, equipment for, 184, 185
- Velvet carpeting, 98, 99
- Veneered furniture, 88
- Venetian blinds, cleaning, 286; overhauling, 284–285
- Victorian bedroom, 92
- Vitreous china, bathroom fixture, 248–250
- Wall coverings, for kitchen, 196
- Wall cracks, filling, 18
- Wallpaper, cleaning, 286, 287; hanging, 142–145; on one wall only, 94; selecting, 96
- Walls, of bathroom, 245–246, 253; cleaning, 286, 288, 289; painting with roller, 21; preparing painting, 18
- Warm colors, 93–95
- Wash basins, 251
- Washing machines, 191, 194–195; cleaning, 289; dyeing in, 275
- Washing walls before painting, 18
- Washington, George, home of, 52
- Water heaters, 60, 61
- Water softeners, 273–274
- Waterproof wall around bathtub, 245–246
- Wax, floor and furniture, 125, 263–264
- Wax applicators, 124
- Waxing floors, 266–267; with electric polisher, 153
- Weekly housekeeping tasks, in bathroom, 257; bedrooms, 240–241; dining area, 176–177; kitchen and laundry, 205; living room, 154
- Wet mops, 124, 125
- Wilton carpeting, 98, 99
- Window shades, cleaning, 282
- Windows, checking, in old house, 35; cleaning, 272; painting, 21; small, treatment of, 96
- Wiring, *see* Electric wiring
- Women, household tasks of, 113, 114, 118–119, 190–191
- Wood surfaces, minor repairs to, 269
- Woodwork, cleaning, 289
- Wormley furniture, 88
- Wren, Christopher, 50
- Wringing laundry, 274
- Yard requirements, 41, *opposite* 89
- Young-children stage in family life cycle, 3, 4
- Young-married-couple stage in family life cycle, 2–3
- Zoning restrictions, 41, 49



Date Due

CAN CIRC AUG 5 '70			
CIRC JA 25 '71			
JAN 27 RETURN			
CSC FE 18 '71			
FEB 5 - RETURN			
CIRC MR 10 '71			
MAR 10 RETURN			
JUL 26 RETURN			
CIRC DE 3 '78			
NOV '78 RETURN			
MAY 3 '77			
MAY 3 RETURN			
CIRC NO 21 '77			
CIRC OCT 17 '85			
OCT 17 RETURN			

SC

136839

ND HOME MANAGEMENT 1953

UNIVERSITY LIBRARY



NEW 15

136839

GENERAL SCIENCES

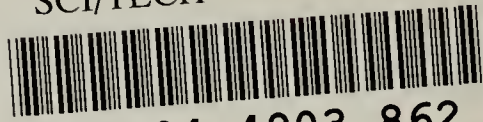
SCIENCE
CAMERON LIBRARY

TX 301 L67 c.1

Lewis, Dora S.

Housing and home management

SCI/TECH



0 0004 4903 862

A37521